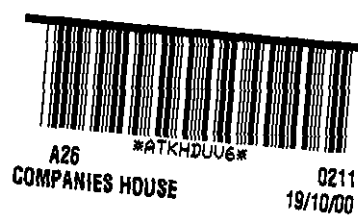


THE DOROTHY HOUSE FOUNDATION LIMITED

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2000



**THE DOROTHY HOUSE FOUNDATION LIMITED**

**INDEX TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2000**

**Page**

1	Legal and administrative details
2-7	Report of the trustees
8	Report of the auditors
9	Consolidated statement of financial activities
10	Balance sheet
11	Consolidated balance sheet
12	Consolidated cashflow statement
13	Notes to the cashflow statement
14-22	Notes to the financial statements

**THE DOROTHY HOUSE FOUNDATION LIMITED**

**LEGAL AND ADMINISTRATIVE DETAILS**

**AS AT 31 MARCH 2000**

<b>Trustees</b>	Mr William Henry Thomas Sheppard Dr Stephen Rye Mr Michael Speer Mrs Helen Chalmers Mr Peter James Doherty Mrs Julie Elizabeth Farrar The Reverend Dora Irene Frost Dr Stephen Hayward Mrs Penelope Ann Robinson Mr Gordon Bloor The Reverend Jonathan Lloyd Mr George Scott Mr Paddy Stewart-Morgan	Chairman Vice-Chairman Hon Treasurer
<b>Secretary</b>	Mr Roy Walton Wilson	
<b>Registered Office</b>	Winsley Bradford-on-Avon Wiltshire BA15 2LE	
<b>Registered Number</b>	1360961	
<b>Registered Charity</b>	275745	
<b>Bankers</b>	National Westminster Bank plc Bath	
<b>Solicitors</b>	Wood & Awdry Chippenham	
<b>Auditors</b>	Moore Stephens Bath	
<b>Investment Fund Managers</b>	Principal Investment Management Ltd Bath	

## **THE DOROTHY HOUSE FOUNDATION LIMITED**

### **REPORT OF THE TRUSTEES**

#### **FOR THE YEAR ENDED 31 MARCH 2000**

The Trustees submit the Financial Statements for the year ended 31 March 2000.

#### **Vision Statement:**

To be known as a centre of excellence for co-ordinated specialist palliative care.

#### **Mission Statement:**

Dorothy House is a Christian Foundation, seeking to enhance the care of patients with life-threatening illness, and their families, in the environment they choose, regardless of creed, race or social status.

We offer, free of charge, domiciliary services, in-patient and day care facilities. We use a multi-disciplinary approach to meet physical, social, emotional and spiritual needs, together with practical help, counselling and support to the bereaved.

In addition, Dorothy House provides a resource for education and specialist advice to extend the skills of others - thereby raising standards of care.

#### **Values:**

To the best of our ability to strive:

- For the highest quality in all we do, to enable the best patient and family care.
- For effective, open and sensitive communication.
- To review and evaluate all our services.
- To share knowledge.
- To respect each person as an individual.
- To achieve our vision through teamwork and collaboration.
- For recognition of the commitment to staff and volunteers through support, education and development.

#### **Governance:**

The charity was created by a Trust Deed dated 15 June 1976. On 3 April 1978 the charity incorporated to become a company limited by guarantee, not having a share capital. At the Annual General Meeting on 5 October 1999 a special resolution was proposed making a number of amendments to the Memorandum and Articles of Association of the Company. Relevant changes were approved by the Charity Commission. The members of the Charity are now members of the Board of Trustees and the number registered is 15. Other amendments included giving the Board of Trustees the power to delegate management of investments to a financial expert, within a written investment policy and limiting the number of three year consecutive terms of office that a member of the Board of Trustees may serve to three, i.e. a maximum of nine years.

During the year the long serving honorary treasurer, Mr Arthur Cox, retired from office and the Board of Trustees. On 25 January 2000 the new honorary treasurer, Mr Michael Speer, took on his responsibilities. He is a qualified accountant with international level director responsibilities at KPMG before his early retirement in 1998. The names of all Trustees as at 31 March 2000 are appended to this report. To this list is added the names of the Trustees who retired at the Annual General Meeting in October 1999.

The charity set up a trading subsidiary company in 1988, Minsterdeal Limited (Registered Company No 2259911) which handles a small range of bought-in goods for sale as part of fundraising activities. The Trustees appoint the directors of Minsterdeal Limited, and the whole of its profits are remitted to the charity.

# **THE DOROTHY HOUSE FOUNDATION LIMITED**

## **REPORT OF THE TRUSTEES**

### **FOR THE YEAR ENDED 31 MARCH 2000**

#### **Care System:**

Families or close friends of the patients are included in care, participating in decisions over care regimes, place of care and related matters. Care of family/friends extends into their bereavement, where support is offered for up to a year after the patient's death.

In order to provide these services, the charity employs a range of skilled staff, including the following disciplines:

Nursing  
Medical

Chaplaincy  
Physiotherapy

Social Work  
Lymphoedema

At all times these staff work in partnership with the Primary Care Health Team, with the aim of bringing relief to patients and family/friends in the areas of pain, aggravating symptoms, emotional and spiritual problems and social and financial difficulties. All of the Company's services relate to National Health Service services, and all attempt to provide a seamless service of care for the patient wherever he/she is. All services are provided free of charge.

A statement of patient service provision is attached at Appendix 2 together with the geographical area covered by Dorothy House at Appendix 3.

#### **Financial Review:**

The Statement of Financial Activities for the year ended 31 March 2000 is set out on page 9. The Statement shows Net Incoming Resources of £79,457. This, offset by net losses in the value of investments of £7,149, has resulted in an overall increase in funds of £72,308 to £4,081,326..

Incoming Resources increased during the year by £366,057 to £2,554,333 due mainly to improved receipts from legacies.

Resources Expended increased by £153,012 to £2,474,876, due entirely to additional planned expenditure on the Foundation's retail operation. On other expenditure headings, the increase in Direct Charitable Expenditure was offset by a reduction in spend on Fundraising and Publicity and Management and Administration.

#### **Property**

There were no material additions to, or disposals of, the Foundation's property during the year.

#### **Euro Currency**

The charity considers that the potential introduction of the Euro currency will not have a material effect on its finances.

**THE DOROTHY HOUSE FOUNDATION LIMITED**

**REPORT OF THE TRUSTEES**

**FOR THE YEAR ENDED 31 MARCH 2000**

**Year 2000 Compliance**

Adequate advance planning ensured that no difficulties were experienced on either 1 January or 29 February in connection with potential "Year 2000" technology problems..

**Statement of Trustees' Responsibilities**

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the group and company, and of the profit or loss of the group for that period. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the group 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 group and company and to enable them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the company and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

**Auditors**

Moore Stephens, Chartered Accountants and Registered Auditors, have signified their willingness to continue in office and their reappointment will be proposed at the Annual General Meeting.

BY ORDER OF THE TRUSTEES



Roy Wilson  
Secretary

[DATE] 25 July 2000

**REPORT OF THE TRUSTEES**

**FOR THE YEAR ENDED 31 MARCH 2000**

**Trustees of the Company: 1999/2000**

Mr William Henry Thomas Sheppard	Chairman
Dr Stephen Rye	Vice-Chairman
Mrs Sara Barber	
Mrs Marjorie Broadhead	
Mrs Helen Chalmers	
Mr Arthur Thomas Cox	Hon Treasurer (retired 25.1.00)
Mr Peter James Doherty	
Mrs Julie Elizabeth Farrar	
The Reverend Dora Irene Frost	
Dr Stephen Hayward	
Mr John Haydon Jackson	
The Reverend Jonathan Lloyd	
Mrs Penelope Ann Robinson	(appointed 25.1.00)
Mr George Scott	
Mr Michael Speer	Hon Treasurer (appointed 25.1.00)
Mr Paddy Stewart-Morgan	
Mrs Victoria Ann Taylor	
Mrs Anne Margaret Toogood	
Mr Gordon Bloor	(appointed 28.3.00)

Trustees who retired at the Annual General Meeting held on 5 October 1999 were:

Mrs Marjorie Broadhead  
Mr John Haydon Jackson  
Mrs Anne Margaret Toogood

**Members of the Senior Management Team:**

Officers: Ms Sarah Whitfield, Chief Executive  
Dr Christopher Michael Barton Higgs, Medical Director  
Mr Roy Walton Wilson, Finance Director  
Mrs Lynne Churchman, Director of Nursing

**Directors of Minsterdeal 1999/2000:**

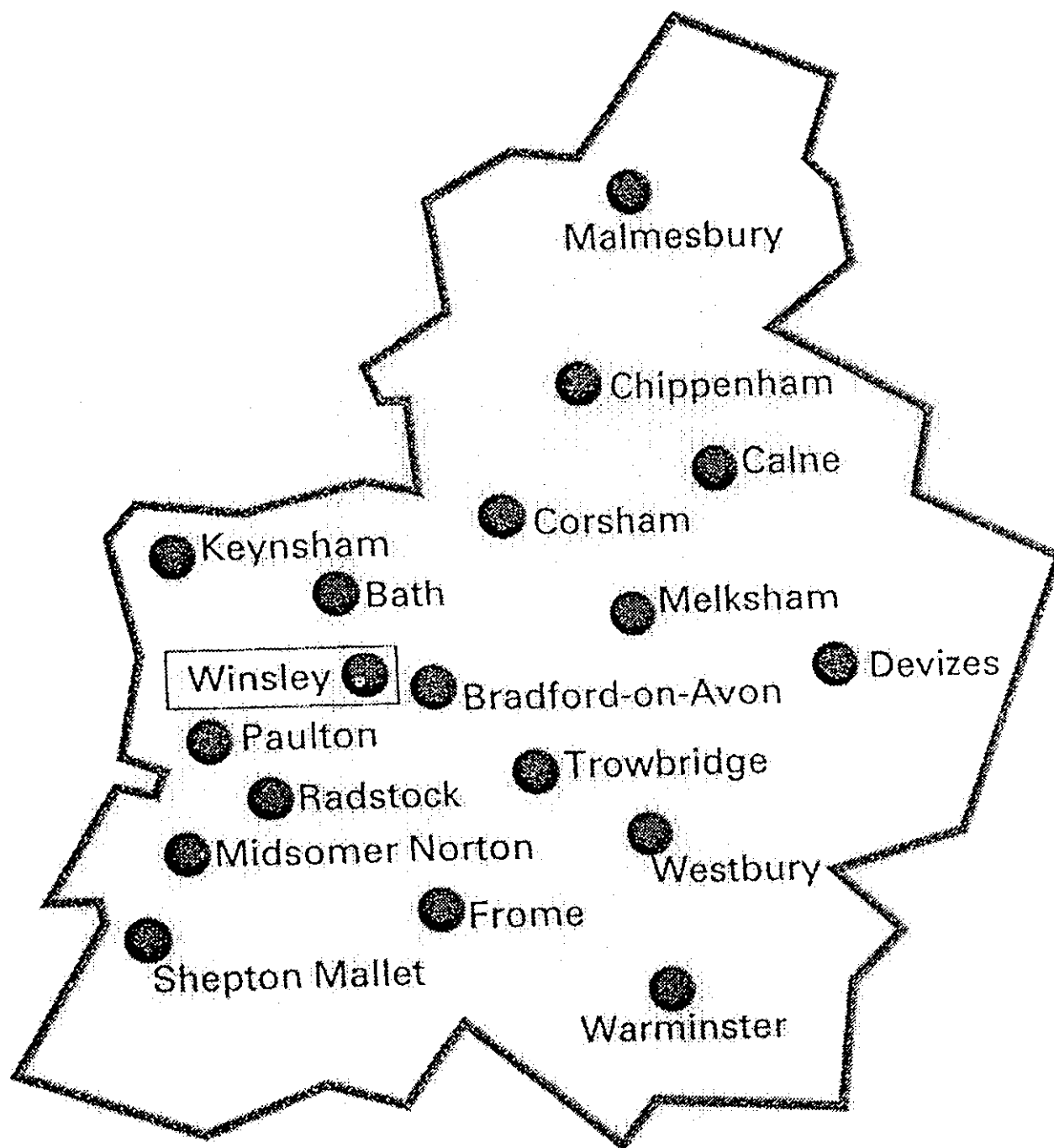
Mr Arthur Thomas Cox  
Mrs Julie Elizabeth Farrar  
Mr Terence Frederick Mears  
Mr Roy Walton Wilson

REPORT OF THE TRUSTEESFOR THE YEAR ENDED 31 MARCH 2000**PATIENT SERVICE PROVISION 1995-2000**

Service	95/96	96/97	97/98	98/99	99/2000
<u>Nurse Specialist</u>					
New referrals	815	823	870	982	1,108
Staff w.t.e.	11	11.2	11.2	11.52	11.52
<u>Day Care</u>					
Referrals	69	72	88	82	76
Attendances	1,443	1,358	1,160	1,199	1,218
<u>In-Patients Unit</u>					
Admissions	189	227	316	277	248
Deaths	48	37	59	62	52
Number of Beds	6	6	♦6/8	8	8
<u>Medical Consultant</u>					
Domiciliary visits	971	1,148	⊗550	476	497
Staff w.t.e.	1.87	1.87	1.87	1.87	1.87
<u>Physiotherapy</u>					
Referrals	125	157	190	192	205
Treatments	833	⊙678	1,364	1,645	1,649
Staff w.t.e.	0.42	0.60	0.60	▲1.0	1.0
<u>Lymphoedema care</u>					
Referrals	155	161	172	149	174
Treatments	364	613	757	1,052	1,255
Staff w.t.e.	0.42	0.60	0.60	▲0.96	0.96
<u>Family Carer Service</u>					
Referrals	243	255	289	261	257
<u>Social Work (current patients)</u>		Part Year			
New Referrals	56	44	68	81	56

- ◇ Previous treatments calculated on basis of ¼hr per treatment, now calculated on sessions per patient  
 ♦ 6 beds from 01.04.97 to 02.11.97      8 beds from 03.01.97 to 31.03.98  
 ⊗ Previous figures included hospital visits  
 ▲ w.e.f. 1 December 1998





**REPORT OF THE AUDITORS TO THE MEMBERS OF**  
**THE DOROTHY HOUSE FOUNDATION LIMITED**

We have audited the financial statements on pages 9 to 22 which have been prepared under the historical cost convention as modified by the revaluation of certain assets and the accounting policies set out on page 14.

**Respective responsibilities of trustees and auditors**

As described on page 4 the trustees are responsible for the preparation of the financial statements. It is our responsibility to form an independent opinion, based on our audit, on those statements and to report our opinion to you.

**Basis of opinion**

We conducted our audit in accordance with Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the group's circumstances, consistently applied and adequately disclosed.


We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of the information in the financial statements.

**Opinion**

In our opinion the financial statements give a true and fair view of the state of the group and company's affairs as at 31 March 2000 and of its incoming resources and application of resources, including its income and expenditure, in the year then ended and have been properly prepared in accordance with the Companies Act 1985.

22 August 2000

Bath



**MOORE STEPHENS**  
**CHARTERED ACCOUNTANTS**  
**& REGISTERED AUDITOR**

**THE DOROTHY HOUSE FOUNDATION LIMITED**

**CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES**

**FOR THE YEAR ENDED 31 MARCH 2000**

	Note	Unrestricted Funds £	Restricted Funds £	Total 2000 £	Total 1999 £
<b>Income and Expenditure</b>					
<b>Incoming Resources</b>					
Donations and gifts - general	2	607,119	20,067	627,186	572,248
- shops		694,248	-	694,248	614,002
Legacies received		363,270	-	363,270	153,188
Grants receivable and contracts		461,631	293,391	755,022	699,390
Investment income	3	62,165	-	62,165	96,017
Education and training income		41,707	-	41,707	38,200
Net income of trading subsidiaries	4	<u>10,735</u>	<u>-</u>	<u>10,735</u>	<u>15,231</u>
<b>Total Incoming Resources</b>		<b>2,240,875</b>	<b>313,458</b>	<b>2,554,333</b>	<b>2,188,276</b>
<b>Resources Expended</b>					
<b>Direct charitable expenditure:</b>					
Patient services		1,059,436	337,266	1,396,702	1,374,349
Education services		<u>34,669</u>	<u>73,192</u>	<u>107,861</u>	<u>99,770</u>
		<u>1,094,105</u>	<u>410,458</u>	<u>1,504,563</u>	<u>1,474,119</u>
<b>Other expenditure:</b>					
Fundraising and publicity		123,621	-	123,621	134,219
Management and administration of the charity		<u>319,843</u>	<u>-</u>	<u>319,843</u>	<u>340,093</u>
		443,464	-	443,464	474,312
Charity shops		<u>526,849</u>	<u>-</u>	<u>526,849</u>	<u>373,433</u>
		<u>970,313</u>	<u>-</u>	<u>970,313</u>	<u>847,745</u>
<b>Total Resources Expended</b>	5	<u>2,064,418</u>	<u>410,458</u>	<u>2,474,876</u>	<u>2,321,864</u>
<b>Net Incoming Resources before Transfers</b>					
		<u>176,457</u>	<u>(97,000)</u>	<u>79,457</u>	<u>(133,588)</u>
Transfer between funds		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Net Incoming Resources/ (Net Resources Expended)</b>		<u>176,457</u>	<u>(97,000)</u>	<u>79,457</u>	<u>(133,588)</u>
<b>Other Recognised Gains and Losses</b>					
<b>Gain/(loss) on investment assets:</b>					
Realised		5,413	-	5,413	-
Unrealised		<u>(12,562)</u>	<u>-</u>	<u>(12,562)</u>	<u>6,529</u>
<b>Net Movements in Funds</b>		<b>169,308</b>	<b>(97,000)</b>	<b>72,308</b>	<b>(127,059)</b>
Fund balances brought forward at 31 March 1999		<u>2,521,279</u>	<u>1,487,739</u>	<u>4,009,018</u>	<u>4,136,077</u>
Fund balances carried forward at 31 March 2000	15/16	<u>2,690,587</u>	<u>1,390,739</u>	<u>4,081,326</u>	<u>4,009,018</u>

The notes on pages 14 to 22 form part of these financial statements.

**THE DOROTHY HOUSE FOUNDATION LIMITED**



**BALANCE SHEET AS AT 31 MARCH 2000**

	<u>Notes</u>	<u>2000</u>	<u>1999</u>
		£	£
<b>Fixed Assets</b>			
Tangible assets	8	3,066,190	3,043,757
Investments	9	<u>2</u>	<u>2</u>
		3,066,192	3,043,759
<b>Current Assets</b>			
Debtors	11	109,636	96,803
Investments	12	941,526	831,546
Cash at bank and in hand		<u>101,935</u>	<u>172,106</u>
		1,153,097	1,100,455
<b>Creditors – amounts falling due within one year</b>	13	<u>(152,753)</u>	<u>(149,986)</u>
<b>Net Current Assets</b>		<u>1,000,344</u>	<u>950,469</u>
<b>Net Assets</b>		<u>4,066,536</u>	<u>3,994,228</u>
<b>Income Funds</b>	15		
Restricted funds		1,390,739	1,487,739
Unrestricted funds		<u>2,675,797</u>	<u>2,506,489</u>
		<u>4,066,536</u>	<u>3,994,228</u>

Approved by the trustees

Mr W H T Sheppard

Mr M P Speer

  
  
 Trustees

Dated:

25 July 2000

**THE DOROTHY HOUSE FOUNDATION LIMITED**

**CONSOLIDATED BALANCE SHEET AS AT 31 MARCH 2000**

	<u>Notes</u>	<u>2000</u>	<u>1999</u>
		£	£
<b>Fixed Assets</b>			
Tangible assets	8	<u>3,066,190</u>	<u>3,043,757</u>
<b>Current Assets</b>			
Stocks	10	8,025	4,528
Debtors	11	97,541	79,194
Investments	12	941,526	831,546
Cash at bank and in hand		<u>114,726</u>	<u>191,471</u>
		1,161,818	1,106,739
<b>Creditors – amounts falling due within one year</b>	13	<u>(146,682)</u>	<u>(141,478)</u>
<b>Net Current Assets</b>		<u>1,015,136</u>	<u>965,261</u>
<b>Net Assets</b>		<u>4,081,326</u>	<u>4,009,018</u>
<b>Income Funds</b>	15		
Restricted funds		1,390,739	1,487,739
Unrestricted funds		2,675,797	2,506,489
Non charitable trading funds		<u>14,790</u>	<u>14,790</u>
		<u>2,690,587</u>	<u>2,521,279</u>
		<u>4,081,326</u>	<u>4,009,018</u>

**Approved by the trustees**

Mr W H T Sheppard )

Mr M P Speer )

) Trustees

Dated:

25 July 2000

**THE DOROTHY HOUSE FOUNDATION LIMITED**

**CONSOLIDATED CASHFLOW STATEMENT**

**FOR THE YEAR ENDED 31 MARCH 2000**

	<u>Notes</u>	<u>2000</u>	<u>1999</u>
		£	£
Net cashflow from operating activities	1	115,758	(63,810)
Investing activities			
Acquisition of investments		(154,590)	(808,453)
Acquisition of tangible fixed assets		(75,375)	(288,496)
Receipt from sales of current Investments		<u>37,462</u>	<u>-</u>
Net cash outflow from investing activities		<u>(192,503)</u>	<u>(1,096,949)</u>
(Decrease)/increase in cash and cash equivalents		(76,745)	(1,160,759)
Cash and cash equivalents as at 31 March 1999		<u>191,471</u>	<u>1,352,230</u>
Cash and cash equivalents as at 31 March 2000		<u>114,726</u>	<u>191,471</u>

**THE DOROTHY HOUSE FOUNDATION LIMITED**

**NOTES TO THE CASHFLOW STATEMENT**

**FOR THE YEAR ENDED 31 MARCH 2000**

**1. Analysis of cashflow from operating activities**

	<u>2000</u> £	<u>1999</u> £
Change in resources before revaluations	79,457	(133,588)
Depreciation charge	52,942	45,591
(Increase)/decrease in stocks	(3,497)	(2,962)
(Increase)/decrease in debtors	(18,347)	35,401
Increase/(decrease) in current liabilities	<u>5,203</u>	<u>(8,252)</u>
	<u>115,758</u>	<u>(63,810)</u>

**2. Analysis of the balances of cash and cash equivalents as shown in the balance sheet**

	<u>2000</u> £	<u>1999</u> £	<u>Change</u> <u>in year</u> £
Cash at bank and in hand	<u>114,726</u>	<u>191,471</u>	<u>(76,745)</u>

# **THE DOROTHY HOUSE FOUNDATION LIMITED**

## **NOTES TO THE FINANCIAL STATEMENTS**

### **FOR THE YEAR ENDED 31 MARCH 2000**

#### **1. Accounting policies**

##### **1.1 Accounting conventions**

The financial statements are prepared under the historical cost convention, as modified by the revaluation of certain assets, and applicable accounting standards.

##### **1.2 Turnover**

Turnover comprises amounts received plus any amounts due to the foundation which it is certain will be received.

##### **1.3 Depreciation of tangible assets**

Provision is made for depreciation on tangible assets at rates calculated to write off the cost or valuation, less estimated residual value, of each asset over its expected useful life, as follows:

Leasehold building:	evenly over the lease term
Fixtures and fittings:	15% per annum on cost
Computer equipment:	20% per annum on cost
Motor vehicles:	20% per annum on cost

No depreciation is provided on freehold buildings. The trustees are of the opinion that the useful economic life of the buildings is of such a length and that the estimated residual value of the property is of such a level that any charge to depreciation is immaterial.

##### **1.4 Stock and work in progress**

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

##### **1.5 Deferred taxation**

Full provision is made for deferred taxation using the liability method except to the extent that there is reasonable probability of the tax not falling due for payment in the foreseeable future.

##### **1.6 Legacies**

Legacies are credited to the Statement of Financial Activities in the period in which they are received.

##### **1.7 Operating leases**

Rentals in respect of assets held under operating leases are charged against revenue on a straight line basis over the term of the lease. Financial commitments arising from such leases are disclosed in the note 16.

##### **1.8 Investment valuations**

The investments held by the Foundation are stated at their open market value at the Balance Sheet date. The comparative figures have been adjusted to reflect the cash deposits held as part of the investment fund within that fund.



**THE DOROTHY HOUSE FOUNDATION LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2000**

**2. Donations and gifts**

	<u>2000</u> <u>£</u>	<u>1999</u> <u>£</u>
General donations	609,670	519,571
Covenant care	2,712	14,672
Winsley Appeal	<u>14,804</u>	<u>38,005</u>
	627,186	572,248
 Dorothy House Shops	 <u>694,248</u>	 <u>614,002</u>
	<u>1,321,434</u>	<u>1,186,250</u>

**3. Investment income**

	<u>Unrestricted</u> <u>Funds</u> <u>£</u>	<u>Restricted</u> <u>Funds</u> <u>£</u>	<u>Total</u> <u>2000</u> <u>£</u>	<u>Total</u> <u>1999</u> <u>£</u>
Bank interest received	38,228,	-	38,228	82,473
Dividends received	11,741	-	11,741	464
Rents received	<u>12,196</u>	<u>-</u>	<u>12,196</u>	<u>13,080</u>
	<u>62,165</u>	<u>-</u>	<u>62,165</u>	<u>96,017</u>

**4. Net income from trading activities of subsidiaries**

The charity has one wholly owned trading subsidiary which is incorporated in the UK. Minsterdeal Limited retails calendars and greetings cards. The company covenants its taxable profit to The Dorothy House Foundation Limited. A summary of the company's trading results is shown below. Audited accounts have been filed with the Registrar of Companies.

**Profit and loss account Minsterdeal Limited**

	<u>2000</u> <u>£</u>	<u>1999</u> <u>£</u>
Turnover	45,660	38,891
Cost of sales	<u>29,634</u>	<u>18,395</u>
Gross profit	16,026	20,496
Administration costs	<u>5,291</u>	<u>5,265</u>
Net profit before tax	10,735	15,231
Taxation	<u>-</u>	<u>-</u>
Net profit after tax	10,735	15,231
Amount covenanted to charity	<u>10,735</u>	<u>15,231</u>
Retained in subsidiary	<u>-</u>	<u>-</u>

**THE DOROTHY HOUSE FOUNDATION LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2000**

**5. Analysis of total resources expended**

	<b>Depreciation 2000 £</b>	<b>Staff costs 2000 £</b>	<b>Other 2000 £</b>	<b>Total 2000 £</b>	<b>Total 1999 £</b>
<b>Direct charitable expenditure</b>					
Patient services	20,394	1,203,022	173,286	1,396,702	1,374,349
Education	<u>11,047</u>	<u>67,185</u>	<u>29,629</u>	<u>107,861</u>	<u>99,770</u>
	31,441	1,270,207	202,915	1,504,563	1,474,119
<b>Other expenditure</b>					
Fundraising and publicity	709	66,879	56,033	123,621	134,219
Management and administration	8,781	218,196	92,866	319,843	340,093
Charity shops	<u>12,011</u>	<u>214,209</u>	<u>300,629</u>	<u>526,849</u>	<u>373,433</u>
<b>Total</b>	<u><u>52,942</u></u>	<u><u>1,769,491</u></u>	<u><u>652,443</u></u>	<u><u>2,474,876</u></u>	<u><u>2,321,864</u></u>

Included in the above are the following costs:-

	<b>2000 £</b>	<b>1999 £</b>
Auditors remuneration	5,000	4,750
Exceptional repair works on Charity shops	<u>35,000</u>	<u>-</u>

**6. Employee information**

**6.1 Staff costs:**

	<b>2000 £</b>	<b>1999 £</b>
Wages and salaries	1,597,044	1,445,889
Social security costs	115,998	113,617
Other pension costs	<u>56,449</u>	<u>51,424</u>
	<u><u>1,769,491</u></u>	<u><u>1,610,930</u></u>

Included within the staff wages and salaries cost for 2000 is £233,284 in respect of domiciliary nurses on the payroll of the Bath and West Community NHS Trust but whose work is directed by the Foundation. The comparative figure for 1999 was £221,409.

**6.2 The average monthly number of employees (full time equivalent) during the year was made up as follows:**

	<b>No.</b>	<b>No.</b>
Patient services -		
Nursing staff	38	37
Medical	3	3
Chaplain	1	1
Social worker	1	1
Support staff	5	4
Management and administration of the charity	17	18
Dorothy House shops	<u>14</u>	<u>12</u>
<b>Total</b>	<u><u>79</u></u>	<u><u>76</u></u>

**THE DOROTHY HOUSE FOUNDATION LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2000**

6.3 The number of employees who earned more than £40,000 was:

	No.	No.
£40,001 to £45,000	1	-
£50,001 to £55,000	-	1
£55,001 to £60,000	<u>1</u>	<u>-</u>

6.4 None of the trustees received any remuneration from the Foundation or Group.

**7. Pension scheme**

The group operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the group in an independently administered fund. The pension cost charge represents contributions payable by the group to the fund and amounted to £49,648 (1999 £43,445).

The balance of the charge is paid by Bath and West Community NHS Trust. Contributions totalling £6,801 (1999 £7,979) were payable to the funds at the year end and are included in creditors.

**THE DOROTHY HOUSE FOUNDATION LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2000**

8. Tangible fixed assets – group and company	<b><u>Freehold land and buildings</u></b>	<b><u>Fixtures and fittings</u></b>	<b><u>Motor vehicles</u></b>	<b><u>Total</u></b>
	<b><u>£</u></b>	<b><u>£</u></b>	<b><u>£</u></b>	<b><u>£</u></b>
<b>Cost:</b>				
At 1 April 1999	2,910,952	277,101	11,885	3,199,938
Additions	<u>25,987</u>	<u>37,638</u>	<u>11,750</u>	<u>75,375</u>
At 31 March 2000	<u>2,936,939</u>	<u>314,739</u>	<u>23,635</u>	<u>3,275,313</u>
<b>Depreciation:</b>				
At 1 April 1999	12,500	135,916	7,765	156,181
Charge for year	<u>2,361</u>	<u>46,804</u>	<u>3,777</u>	<u>52,942</u>
At 31 March 2000	<u>14,861</u>	<u>182,720</u>	<u>11,542</u>	<u>209,123</u>
Net book value at 31 March 2000	<u>2,922,078</u>	<u>132,019</u>	<u>12,093</u>	<u>3,066,190</u>
Net book value at 31 March 1999	<u>2,898,452</u>	<u>141,185</u>	<u>4,120</u>	<u>3,043,757</u>

The net book value at 31 March 2000 represents fixed assets used for:

	<b><u>Land and buildings</u></b>	<b><u>Fixtures and fittings</u></b>	<b><u>Motor vehicles</u></b>	<b><u>Total</u></b>
	<b><u>£</u></b>	<b><u>£</u></b>	<b><u>£</u></b>	<b><u>£</u></b>
<b>Direct charitable purposes</b>				
Patient services	2,585,448	66,270	-	2,651,718
<b>Other purposes</b>				
Fundraising and publicity	-	6,557	-	6,557
Management and administration	-	32,138	-	32,138
Charity shops	<u>336,630</u>	<u>27,054</u>	<u>12,093</u>	<u>375,777</u>
	<u>2,922,078</u>	<u>132,019</u>	<u>12,093</u>	<u>3,066,190</u>

The freehold land and buildings shown as relating to patient services represent the Foundation's property at Winsley. Elements of this property are used for administration, education and residential letting. The trustees however do not feel it practical to attempt to attribute the net book value over the uses.

**THE DOROTHY HOUSE FOUNDATION LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2000**

**9. Fixed asset investments**

**Investment in subsidiaries**

	<b><u>Group</u></b> <b><u>2000</u></b>	<b><u>Charity</u></b> <b><u>2000</u></b>	<b><u>Group</u></b> <b><u>1999</u></b>	<b><u>Charity</u></b> <b><u>1999</u></b>
As at 1 April 1999 and 31 March 2000	<u>-</u>	<u>2</u>	<u>-</u>	<u>2</u>

The investment in subsidiaries represents the Foundation's ownership of all the allotted share capital of Minsterdeal Limited a company incorporated in the United Kingdom.

Minsterdeal sells calendars, cards and other items through the Dorothy House shops. The aggregate capital and reserves of Minsterdeal Limited at 31 March 2000 was £14,790 and its profit for the year then ended £NIL. Its activities for the year are shown in Note 4.

**10. Stocks**

	<b><u>Group</u></b> <b><u>2000</u></b> <b><u>£</u></b>	<b><u>Charity</u></b> <b><u>2000</u></b> <b><u>£</u></b>	<b><u>Group</u></b> <b><u>1999</u></b> <b><u>£</u></b>	<b><u>Charity</u></b> <b><u>1999</u></b> <b><u>£</u></b>
Finished goods	<u>8,025</u>	<u>-</u>	<u>4,528</u>	<u>-</u>

**11. Debtors**

	<b><u>Group</u></b> <b><u>2000</u></b> <b><u>£</u></b>	<b><u>Charity</u></b> <b><u>2000</u></b> <b><u>£</u></b>	<b><u>Group</u></b> <b><u>1999</u></b> <b><u>£</u></b>	<b><u>Charity</u></b> <b><u>1999</u></b> <b><u>£</u></b>
Trade debtors	23,230	23,230	8,943	8,943
Amounts owed by group companies	-	-	-	15,231
Other debtors	38,642	50,737	43,468	45,846
Prepayments	<u>35,669</u>	<u>35,669</u>	<u>26,783</u>	<u>26,783</u>
	<u>97,541</u>	<u>109,636</u>	<u>79,194</u>	<u>96,803</u>

**THE DOROTHY HOUSE FOUNDATION LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2000**

**12. Investments**

	£	£
Market value at 1 April 1999	226,771	16,564
Additions	78,492	203,678
Disposals	(32,048)	
Net unrealised investment gains/(losses)	<u>(12,562)</u>	<u>6,529</u>
Market value at 31 March 2000	260,653	226,771
Cash held as part of the investment portfolio	<u>680,873</u>	<u>604,775</u>
Total investment portfolio	<u>941,526</u>	<u>831,546</u>

The cost of the above investments was £250,274 (1999 £214,468).

**13. Creditors-Amounts falling due within one year**

	Group 2000 £	Charity 2000 £	Group 1999 £	Charity 1999 £
Amounts owed to group companies	-	6,321	-	8,759
Other taxes and social security costs	30,986	30,986	31,556	31,556
Other creditors	87,619	87,619	100,760	100,760
Accruals	<u>28,077</u>	<u>27,827</u>	<u>9,162</u>	<u>8,911</u>
	<u>146,682</u>	<u>152,753</u>	<u>141,478</u>	<u>149,986</u>

**14. Restricted funds**

	Balance 31-3-99 £	Movement in resources		Balance 31-3-00 £
		Incoming £	Outgoing £	
Bloomfield Suite	73,192		73,192	-
Winsley Hospice Appeal	1,369,884	13,355	-	1,383,239
Bath and West Community				
NHS Trust	-	288,391	288,391	-
Covenant Care	-	2,712	2,712	-
Landscaping	13,500	-	13,500	-
Family carer	-	5,000	5,000	-
Car park extension	6,000	-	-	6,000
Lymphoedema	25,163	-	25,163	-
Donation - A Hirshman for Pond	-	3,000	2,500	500
Donation for refurbishment of relatives room	-	1,000	-	1,000
	<u>1,487,739</u>	<u>313,458</u>	<u>410,458</u>	<u>1,390,739</u>

**THE DOROTHY HOUSE FOUNDATION LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2000**

**14. Cont/d**

The Winsley Appeal was established in 1994 to provide for the purchase and refurbishment of the charity's hospice at Winsley. The target was to raise £1,800,000. This appeal has been formally closed.

The Bath and West Community NHS trust figure represents the cost of domicilliary nurses on the payroll of that trust but whose work is directed by The Foundation, together with pharmacy supplies.

The Covenant Care was established to secure finance to the Foundation to open further beds.

A grant of £13,500 was give by Friends for landscaping.

A grant of £51,000 was given for the Bloomfield suite renovation together with further smaller amounts for equipment.

Family carer income was money given for use within Family care in Trowbridge.

A donation of £6,000 was given towards the cost of the car park extension at Winsley.

A Friends group has raised £30,223 towards supporting the cost of a second Lymphoedema nurse.

An employee bequeathed £3,000 for the construction of a pond.

A donation of £1,000 was received for the refurbishment of the relatives room.

**THE DOROTHY HOUSE FOUNDATION LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2000**

**15. Analysis of group net assets between funds**

	Unrestricted Funds £	Winsley Appeal £	Refurbishment Of Relatives Room £	A Hirshman Pond Donation £	Car Park Extension £	Total funds £
Fund balances as at 31 March 2000 are represented by						
Tangible fixed assets	1,682,951	1,383,23				3,066,190
Investments	260,653					260,653
Current assets	893,665		1,000	500	6,000	901,165
Current liabilities	146,682					146,682
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>Total net assets</b>	<b>2,690,587</b>	<b>1,383,239</b>	<b>1,000</b>	<b>500</b>	<b>6,000</b>	<b>4,081,326</b>
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
Unrealised gains included above						
On investments	10,379	-	-	-	-	10,379
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>Total unrealised gains</b>	<b>10,379</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>10,379</b>
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

**16. Operating lease commitments**

The company is committed to the following operating leases as at 1 April 2000:-

Operating leases which expire in:	<u>Land and buildings</u>	<u>Other equipment</u>
Less than 1 year	16,158	-
1-2 Years	-	-
2-5 Years	24,500	-
over 5 years	110,750	-

**17. Company status**

The company is a registered charity and is limited by guarantee.