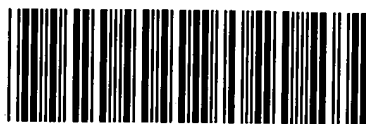


**ST WILFRID'S HOSPICE (EASTBOURNE)**  
**REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2016**

**Charity Registration Number: 283686**  
**Company Registration Number: 01594410 (England and Wales)**

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**ST WILFRID'S HOSPICE (EASTBOURNE)**  
**REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2016**

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**ST WILFRID'S HOSPICE (EASTBOURNE)**

**LEGAL AND ADMINISTRATIVE INFORMATION**

**FOR THE YEAR ENDED 31 MARCH 2016**

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<b>REGISTERED NAME OF CHARITY</b>	St Wilfrid's Hospice (Eastbourne)
<b>CHARITY NUMBER</b>	283686
<b>COMPANY NUMBER</b>	1594410
<b>PRINCIPAL OFFICE/REGISTERED OFFICE</b>	1 Broadwater Way Eastbourne East Sussex BN22 9PZ
<b>TRUSTEES</b>	Ms F MacIntyre (Chairman) (Appointed 02 June 2015) Mr A Breeze Mrs V Morrey (Appointed 28 July 2015) Mrs K Planterose Mr P Slide (Appointed 02 June 2015) Mr D Turner (Appointed 28 July 2015) Mrs R Ross (Resigned 2 June 2015) Mr N Elphick (Resigned 27 July 2015) Mr A Bodkin (Resigned 24 November 2015) Mrs M Carter-Lee (Resigned 24 March 2016) Ms K Bishop (Chief Executive) (Resigned 22 June 2016)
<b>CHIEF EXECUTIVE</b>	Ms Kara Bishop (Resigned 22 June 2016)
<b>SENIOR LEADERSHIP TEAM</b>	Mrs K. Clarke (Deputy Chief Executive) Mr D. Barclay (Medical Director) Mr C. Twomey (Nursing Director) Ms A. Dechamps (Patient & Family Support Director)
<b>PROFESSIONAL ADVISORS</b>	haysmacintyre 26 Red Lion Square London WC1R 4AG

## **ST WILFRID'S HOSPICE (EASTBOURNE)**

### **TRUSTEES REPORT**

#### **FOR THE YEAR ENDED 31 MARCH 2016**

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The Trustees present their report and accounts for the year ended 31 March 2016. The Trustees' report includes the Strategic Report of the company.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's governing document, which is the Memorandum and Articles of Association, the Companies Act 2006, and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), effective 1 January 2015, and the Charities SORP (FRS 102).

#### **Objectives and activities**

- **Purposes of the charity as set out in governing document**

The charity was established to promote relief of sickness, in particular by providing care and services to all persons over the age of eighteen with cancer or any other disease, where it is felt that a cure is no longer possible and for whom only palliative treatment is available. The charity's objects are reflected in the agreed mission statement: "Reaching out to transform end of life care".

- **Main activities of the charity undertaken in relation to those purposes**

St Wilfrid's provides specialist care for patients and families living with the impact of a terminal illness. Patients are referred by their General Practitioner or healthcare professional because of physical problems and/or because they are struggling emotionally with their illness. The most commonly referred problems include uncontrolled pain, vomiting, breathlessness, fatigue, anxiety or low mood. Patients may also have practical or family concerns. Care is delivered by a team of specialist doctors and nurses, physiotherapists, occupational therapists, a social worker and family support worker as well as a Chaplain and volunteers. The services provided include a 15 bed short-stay Inpatient Unit, a five day a week Wellbeing Centre, a seven day a week Hospice at Home visiting service including a night sitting service, Nurse Line, a 24/7 nurse run advice and support service and a counselling and bereavement service. The hospice trains and supports other professionals and our doctors work in the local hospital.

- **Main activities undertaken to further the charity's purposes for the public benefit**

The charity serves a population of 230,000 living in Eastbourne, Pevensey, Seaford, Hailsham, Heathfield, Uckfield and the villages surrounding. Services are provided free of charge. Any adult with a terminal illness in the area the charity supports can be referred by health or social care professionals.

The Trustees have considered the Charity Commission's guidance on public benefit and can confirm that the charity's activities deliver public benefit.

- **Aims, details of issues the charity seeks to tackle, changes or differences it seeks to make**

The charity is working towards a vision of a community where people talk openly about dying, live well until the end of their lives and where nobody dies alone afraid or in pain.

- **How achievement of aims will further the charity's legal purposes**

The provision of hospice care for the terminally ill is directly fulfilling the charity's legal aim of promoting relief of sickness, in particular by providing care and services to all persons over the age of eighteen with cancer or any other disease, where it is felt that a cure is no longer possible and for whom only palliative treatment is available. The charity's work in educating and supporting other professionals to care for the dying is indirectly fulfilling the charity's aim of promoting relief of sickness. The charity's campaigning work to change attitudes about hospice care and to encourage people to talk openly about death, dying and loss are indirectly fulfilling the charity's aim of promoting relief of sickness.

## **ST WILFRID'S HOSPICE (EASTBOURNE)**

### **TRUSTEES REPORT (continued)**

**FOR THE YEAR ENDED 31 MARCH 2016**

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#### **OBJECTIVES AND ACTIVITIES (continued)**

- **Strategies for achieving stated aims**

The charity has set out five REACH strategic priorities. Reach is both an objective, to support many more of the local people living with and impacted by a terminal illness and REACH is a mnemonic for the charity's five strategic priorities, which are:

Responding to growing demand  
Enabling people to die at home  
Assessing impact  
Collaborating and educating others  
Harnessing compassion in the community

- **Criteria or measures used to assess success**

The key measure used to evaluate the charity's success is growth in the number of people who have been directly supported by St Wilfrid's Hospice in any financial year.

#### **ACHIEVEMENTS AND PERFORMANCE**

- **Summary of the main achievements of the charity, the difference the charity's work has made to its beneficiaries and the benefits to society as a whole**

In 2015/16 the charity directly supported 1022 terminally ill patients. 317 patients were admitted to the inpatient unit, 239 people were supported by Wellbeing, attending 872 sessions. Hospice at Home nurses supported 411 patients and 89 new volunteers joined the hospice team bringing the total number of active volunteers to 513. In the area the charity serves there are 2,200 expected deaths each year. 611 people the hospice supported in 2015/16 died, the charity directly supported 28% of the people who were expected to die in this area in 2015/16.

- **Achievements against objectives, progress against objectives**

The objectives for 2015/16 were set out under the charity's REACH strategic priorities:

Responding to growing demand.

The key priority for 2015/16 was the development of a new three year organisational strategy. In developing the strategy the charity analysed current and future need and the environment in which the charity operates. Stakeholders including people with a terminal illness and their families, the public, staff, volunteers and health and social care professionals were consulted and their involvement informed the development of a new strategic plan. The Board of Trustees approved the "Closer to You" strategic plan, which will be reviewed by the Board with an incoming new Chief Executive before final decisions are made about implementation in 2017/18.

Enabling people to die at home.

The Nurse Line service piloted in the prior year was fully established in 2015/16. Nurse Line supported 1124 people, with over 10,000 entries made in the electronic patient records from Nurse Line about the people who contacted the service. This service was crucial in supporting terminally ill people and their families at home and in preventing unnecessary hospital admissions.

## ST WILFRID'S HOSPICE (EASTBOURNE)

### TRUSTEES REPORT (continued)

FOR THE YEAR ENDED 31 MARCH 2016

#### ACHIEVEMENTS AND PERFORMANCE (continued)

##### Assessing impact

The key priority was on ensuring that all our clinical services were able to measure the clinical outcomes achieved as a result of our care. The Integrated Palliative Outcome Scoring tool (IPOS) which enables patients to rate the difference that hospice support is making to the issues that are of most importance to them was embedded into clinical practice in all hospice settings in 2015/16.

##### Collaborating and educating others

The key priority was on bidding for a change in our statutory funding. A bid for additional funding based on a locally agreed tariff for additional services provided in the inpatient unit, by Hospice at Home nurses and for the Nurse Line service was successful and increased the baseline NHS grant from 13% of hospice costs to 27% of hospice costs.

##### Harnessing compassion in the community

The key priority was on implementing plans to engage the community through the use of the hospice facilities. A creative engagement programme was established during 2015/16 focused on using creative activities as a way of encouraging new audiences into the hospice building, changing attitudes about hospices and gently encouraging awareness of the issues surrounding death, dying and loss. Under the creative engagement programme we established Crafty Friday – a weekly interactive art or craft activity and a film club. The creative engagement programme has encouraged very many more mothers with young children and events during school half terms have been successful at encouraging school age children into the hospice. The café has continued to be a popular destination and is referred to on Trip Advisor. The launch of our training and conference facilities is generating income and bringing a wide variety of different groups into the building.

- **Summary of measures or indicators used to assess performance**

The Board of Trustees monitored the following key indicators during 2015/16. As a measure of impact on the beneficiary population they monitored the total number of people in receipt of care (1022 in 2015/16 a 4% increase in reach over prior year). As a measure of levels of community engagement they monitored levels of community giving excluding legacies and trusts (£1.4m a 4% increase in community support compared to prior year). As a measure of staff engagement they monitored the average number of work days lost to sickness absence (6.7 days a 29% reduction compared to prior year – includes long term absence as a result of serious illness or surgery). As a measure of quality they monitored the number of complaints (four complaints from patients or families in receipt of hospice care 0.3% of patients supported).

- **Performance of material fundraising activities against objectives**

The main fundraising activities produced the following income:

	2015/16	2014/15	Inc/dec	Variance %
	£k	£k	£k	
Legacies	3,492	2,156	+1,336	+62%
Donations and gifts	1,270	1,138	+ 132	+12%
Lottery	257	370	-113	-31%
Trading	864	908	- 44	-5%

## ST WILFRID'S HOSPICE (EASTBOURNE)

### TRUSTEES REPORT (continued)

FOR THE YEAR ENDED 31 MARCH 2016

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#### ACHIEVEMENTS AND PERFORMANCE (continued)

**Legacies** have performed very strongly in the year, and we are showing the highest value of legacies ever reported in a year, with £2.97m the previous best in 2011/12.

81 notifications were received compared to 65 in the previous year. 10 legacies were received in the year with a value of £100k or more. £637k of legacies, that have not yet been received, have been accrued where probate has been granted and there is a probability of receipt.

**Donations and gifts** have shown reasonable growth, with events, in-memorial and trusts performing particularly well.

**Lottery** reports lower income, but this is mainly due to a change of external lottery provider to Local Hospice Lottery Limited, who now pay a net amount per player instead of the hospice having to bear canvassing and other fees. The net lottery income in 2014/15 was £284k, so there is a -£27k (-10%) reduction in net income.

**Trading** through our retail company reports 5% lower income compared to the previous year, mainly due to a change of policy to reduce sales of bought-in goods. However net operating profit has improved significantly by +£68k due to a reduction in costs, and this is budgeted to continue during the 16/17 year.

#### Investment performance against objectives

Investment income has increased by £15k (+60%) in the year. With such poor interest rates being achieved on bank deposits (bank interest -£2k), the strategy has been to build an investment property portfolio from assets left to the Hospice in legacies, on which rental income far exceeds that achievable from the bank. Properties are let on Assured Short Hold Tenancies. Rental income has increased to £36k (14/15 £19k) due to a new property being let in the year, with another being prepared for letting in 16/17.

#### FINANCIAL REVIEW

##### Review of the financial position at the end of the year

The charity is reporting consolidated net income of £1,609k this year against a £64k deficit in 2014/15. Total income this year was £7,024k, a 28% increase on 2014/15 (£5,473k). The significant events explaining this increase are noted in the next section, and in the fundraising performance review in the previous section. Total expenditure this year amounted to £5,592k, which is an increase of 0.2% from £5,581k in 2014/15. Our expenditure profile was:

	2015/16		2014/15	
	£K	%	£K	%
Patient care	4,146	74	4,114	74
Fundraising	667	12	566	10
Trading	779	14	901	16

This net income surplus has led to an increase in cash to £2,057k (14/15 £1,271k), and investment properties to £1,207k (14/15 £778k).

## ST WILFRID'S HOSPICE (EASTBOURNE)

### TRUSTEES REPORT (continued)

#### FOR THE YEAR ENDED 31 MARCH 2016

#### FINANCIAL REVIEW (continued)

Legacies have increased by £1,336k (+62%) in the year. This is a combination of a strong level of notifications and a number of high value legacies, as noted in the fundraising performance review above. Whilst this level of legacies is welcome, it highlights an over-reliance on this income stream, which accounts for 50% of all income received in the year.

NHS funding has increased by £485k (+82%) in the year, due to a new heads of agreement signed with Eastbourne, Hailsham & Seaford CCG. This reflects a higher CCG contribution to the running costs of the new 20 bed hospice, since we moved from the 10 bedded Mill Gap Road site in October 2013, and now covers about 25% of our charitable activities cost. This is a significant benefit for future years.

A gain on revaluation of Fixed Asset Investments of £177k has been reported in 2015/16, and a prior year adjustment of £111k. This has been achieved on our investment property portfolio, and shows the benefit of the policy of taking over assets left in legacies, in addition to the good rental income achieved, as noted in the investment performance section. A further property to the value of £252k was also acquired in the year.

#### Investment policy

The primary investment objective is to protect funds to meet the requirements of the reserves policy. Investment decisions are made and monitored by the Audit Committee which is a formal governance committee of the Board of Trustees. In the event that funds were to be invested in equities a suitably qualified investment advisor would be appointed by the Audit Committee and an instruction given that funds would not be used for direct investment in tobacco companies.

#### Risk management

A risk register detailing and ranking the risks the charity faces is reviewed by the executive team monthly and by the Board of Trustees at each Board meeting. All risks faced by the charity are given a risk rating. A risk score is obtained by considering the likelihood of the risk occurring and the impact that occurrence would have on the charity. Any risk with a risk score of 13 or above, out of 25, is given a red risk rating. Red rated risks are reported on the dashboard of key performance indicators that is presented and discussed at each Board meeting. The top risks identified on the risk register as at 31 March 2016, all scoring 12, are:

<b>Risk identified</b>	<b>Action taken to mitigate the risk</b>
Failure to recruit CEO and or Consultant compromises service delivery	Impact score reflects importance of CEO and Consultant posts. Promoting Consultant vacancy. Searches underway.
Withdrawal of local parking agreements affects staff and volunteers	Car share scheme developed. Strategic alliance with Sustran. All staff and volunteer transport survey launched 10 March.
Food quality variable and lack of financial control from contractor	Final interviews held on 10 March and new contractor identified.
New fundraising regulation affects given income	National consultation taking place. Implications still not fully understood.
Change in IT service provider increases risk of disruption	Legal opinion obtained, mutually advantageous termination agreed. IT Consultant supporting new appointment.



# ST WILFRID'S HOSPICE (EASTBOURNE)

## TRUSTEES REPORT (continued)

FOR THE YEAR ENDED 31 MARCH 2016

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### FINANCIAL REVIEW (continued)

#### Principal funding sources

Our principal funding comes from:

Legacies	50%	(14/15 39%)
Gifts and donations	18%	(14/15 21%)
Statutory funding	15%	(14/15 11%)
Trading	12%	(14/15 17%)
Lottery	4%	(14/15 7%)

#### Reserves Policy

##### Operating reserve

The key risk the charity faces is the challenge to financial sustainability as a result of a fall in its given income, most notably from a fall in legacy income, which is the largest single source of income for the charity. In calculating the level of risk the charity is exposed to, the Trustees have examined legacy receipts and notification trends over the lifetime of the charity. The Trustees have also assessed the risk associated with a drop in community support or a fall in profitability from its commercial activities. The trustees have set operating reserves for 2016/17 at £1.5 million. This equates to just under four months full running costs. The operating reserve is held on bank deposit.

##### Strategic development reserve

The Trustees recognise their responsibility to ensure that monies given to the charity are used to further the charity's objects and meet the needs of our beneficiaries. All monies other than those held in the fixed asset reserve, and the operating reserve, are held in the strategic development reserve.

##### Fixed asset reserve

This represents the amount of the total reserves that are tied up in tangible fixed assets, mainly freehold property including the hospice building.

At 31 March 2016 the charity had total reserves of £15.05m (14/15 £13.44m).

Operating Reserve	£1.50m	(14/15 £1.28m)
Fixed Asset Reserve	£11.13m	(14/15 £11.40m)
Strategic Development Reserve	£2.34m	(14/15 £0.73m)
Restricted Funds	£0.08m	(14/15 £0.03m)

The strategic development reserve is earmarked to contribute to the funding of the charity's "Closer to You" strategic plan. This is a three year plan that will be reviewed by the Board with an incoming new Chief Executive before final decisions are made about implementation in 2017/18.

The fixed asset reserve of £11.13m represents the reserves tied up in tangible fixed assets that cannot therefore be easily realised. The Hospice also holds investment properties that are part of the Strategic development reserve. These would need to be sold if all of this reserve was required to fund future developments.

## ST WILFRID'S HOSPICE (EASTBOURNE)

### TRUSTEES REPORT (continued)

#### FOR THE YEAR ENDED 31 MARCH 2016

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### PLANS FOR FUTURE PERIODS

The objectives for 2016/17 are set within the context of the charity's three year strategic plan "Closer to you". "Closer to You" envisages specialist services will run from the hospice in Eastbourne and Closer to You hubs in other localities. A Closer to You hub will be a highly visible base for Hospice at Home nurses, domiciliary carers and community volunteers working in that town. The Closer to You lead will focus on developing new partnerships with other local staff, services and groups. The objectives for 2016/17 are set out under the charity's REACH strategic priorities.

Responding to growing demand. The priorities include: evaluating the 'Closer to You' plan; integrating NHS funded Macmillan nurses into the hospice team; planning improvements to support for family carers and continuing the work on reviewing clinical capacity.

Enabling people to die at home. The priorities include: establishing a contract for NHS funded 24/7 domiciliary care; evaluating the need for and planning a seven-day-a-week rapid response service and planning a self-directed Wellbeing programme.

Assessing impact. The priorities include: establishing monthly reporting on outcome measures, developing a new plan for information systems and achieving compliance with the Charities Evaluation Service PQASSO quality assurance framework.

Collaborating and educating others. The priorities include: reviewing all hospice run educational activities; developing a strategy for influencing key stakeholders and increasing attendance by hospice doctors at General Practitioner monthly palliative care meetings.

Harnessing compassion in the community. The priorities include: developing a new income generation strategy; developing new creative engagement opportunities; establishing a new volunteer training programme and a young volunteer programme and finally developing a workforce development strategy.

## **ST WILFRID'S HOSPICE (EASTBOURNE)**

### **TRUSTEES REPORT (continued)**

**FOR THE YEAR ENDED 31 MARCH 2016**

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## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

St Wilfrid's Hospice (Eastbourne) is a company limited by guarantee. The Articles of Association were last amended in 2014. None of the trustees has any beneficial interest in the company. With Charity Commission approval the Chief Executive Ms K Bishop was appointed a Trustee in July 2014. Ms Bishop was remunerated for her role as Chief Executive and retired on 22 June 2016. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up. The trustees are also the directors for the purpose of company law.

### **Organisational structure**

St Wilfrid's Hospice (Eastbourne) has five subsidiary companies:

- St Wilfrid's Hospice Retail Company Limited. Registered Company No: 2198239. Set up to run the shop and retail activities of the hospice.
- St Wilfrid's Hospice (Eastbourne) Projects Limited. Registered Company No: 07054375. Set up to deal with the management, design and construction of the new hospice. This company will be wound up once the final transactions for the building are complete.
- Broadwater Project Management Limited. Registered Company No: 8231813. Dormant
- St Wilfrid's Hospice Lottery Company Limited. Registered Company No: 8231750. Dormant.
- St Wilfrid's Hospice (Eastbourne) Trading Company Limited. Registered Company No: 8224709. Dormant.

### **Recruitment and appointment of trustees**

Trustees are recruited against a set of competencies and are appointed for their potential to add value for the charity. The Board of Trustees and the executive team work in partnership when developing policy and strategy. In their fiduciary role the Trustees account for the organisation's compliance with regulation and they monitor the performance of the organisation against agreed standards. A governance development budget is set aside for facilitated input focused on strengthening governance performance. The Trustees have individual performance reviews with the Chairman, an annual away day and they conduct an annual review of governance performance. Trustees serve a maximum of three terms of three years. The Board meets every other month.

The trustees who served during the year were:

Ms F. MacIntyre (Appointed 2 June 2015), Chairman  
Mrs K. Planterose ♦ Chairman of the Audit Committee  
Ms K. Bishop ♣ ■ # ^ (Resigned 22 June 2016)  
Mr A. Breeze ♦  
Mr P. Slide (Appointed 2 June 2015) #  
Mrs V. Morrey (Appointed 28 July 2015)  
Mr D. Turner (Appointed 28 July 2015) ♦ # ■ ^  
Mrs R. Ross (Resigned 2 June 2015)  
Mr N. Elphick (Resigned 27 July 2015)  
Mr A. Bodkin (Resigned 24 November 2015)  
Mrs M. Carter-Lee (Resigned 24 March 2016)

Terms of reference and trustee and executive team membership for all committees and working parties are approved by the full Board of Trustees.

### **Members of Trustee Committees:**

- ♦ Audit Committee
- ♣ Clinical Governance Committee
- Health and Safety Committee

**ST WILFRID'S HOSPICE (EASTBOURNE)**

**TRUSTEES REPORT (continued)**

**FOR THE YEAR ENDED 31 MARCH 2016**

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**STRUCTURE, GOVERNANCE AND MANAGEMENT (continued)**

**Trustee induction**

All new trustees undertake an extensive formal induction programme and a review with the Chairman at the end of their first six months in post.

**Decision making**

An annual business plan setting out the objectives for the year ahead is approved by the Board of Trustees before the start of a new financial year. An annual budget related to the agreed annual business plan is approved by the Board of Trustees before the start of a new financial year. A set of key performance indicators are approved by the Board of Trustees before the start of a new financial year. The Audit Committee review a schedule of delegated financial authority within which the executive team operate. The Board of Trustees approve the schedule of delegated financial authority before the start of a new financial year. The day to day running of the charity is delegated to the Chief Executive and management team.

**Arrangements for setting the pay and remuneration of key management personnel**

Executive team salaries are reviewed by the Audit Committee as part of the annual budget planning cycle. The organisation contributes to a national benchmarking study undertaken by the national membership organisation Hospice UK and salaries are reviewed with reference to the sector benchmarking study.

**Any relationships with a wider network (e.g. umbrella group)**

The charity is a member organisation of Hospice UK a national membership organisation that advocates for the interests of hospices in the United Kingdom.

## ST WILFRID'S HOSPICE (EASTBOURNE)

### TRUSTEES REPORT (continued)

FOR THE YEAR ENDED 31 MARCH 2016

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#### STATEMENT OF THE BOARD OF TRUSTEES' RESPONSIBILITIES FOR THE FINANCIAL STATEMENTS

The Trustees, who are also directors of St Wilfrid's Hospice (Eastbourne) for the purpose of company law, are responsible for preparing the Trustees' Report and the accounts 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 and not approve the financial statements unless they are satisfied that the financial statements give a true and fair view of the state of the affairs of the Charity as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the year then ended.

In preparing those financial statements which give a true and fair view, the Trustees should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to assume that the charitable company will continue on that basis

The Trustees are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and which enable them to ensure that the financial statements comply with the Companies Act 2006. The Trustees are also responsible for safeguarding the assets of the charitable company and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable Company's website.

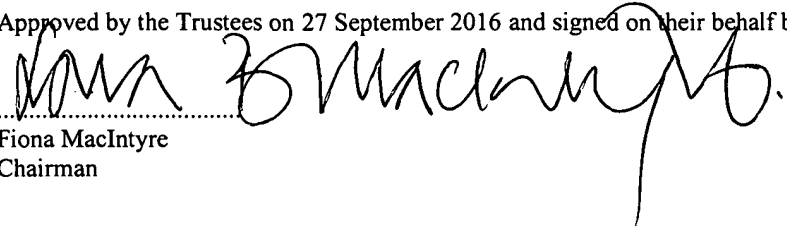
Each of the Trustees, who held office at the date of approval of this Trustees' Report, has confirmed that there is no information of which they are aware which is relevant to the audit but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditors are made aware of such information.

#### AUDITORS

haysmacintyre have expressed their willingness to continue in office as auditors. A resolution proposing that haysmacintyre be reappointed as auditors of the charitable company for the forthcoming year will be put to members.

In signing this report, the Trustees are also approving the Strategic Report, in their capacity as company Directors.

Approved by the Trustees on 27 September 2016 and signed on their behalf by:

  
.....  
Fiona MacIntyre  
Chairman

## INDEPENDENT AUDITORS' REPORT

### TO THE MEMBERS OF ST WILFRID'S HOSPICE (EASTBOURNE)

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We have audited the financial statements of St Wilfrid's Hospice (Eastbourne) for the year ended 31 March 2016 which comprise Group Statement of Financial Activities, the Group and Parent Charitable Company Balance Sheets, the Group Cash Flow Statement and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

#### **Respective responsibilities of trustees and auditor**

As explained more fully in the Trustees' Responsibilities Statement set out on page 11, 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.

We have been appointed auditor under the Companies Act 2006. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

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

A description of the scope of an audit of financial statements is provided on the Financial Reporting Council's website at [www.frc.org.uk/auditscopeukprivate](http://www.frc.org.uk/auditscopeukprivate).

#### **Opinion on financial statements**

In our opinion the financial statements:

- give a true and fair view of the state of the group's and the parent charitable company's affairs as at 31 March 2016 and of the group's and the parent charitable company's net movement in funds, including the group's and the parent income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

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

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

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

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

- the charitable company and group have not kept adequate and sufficient accounting records, or returns adequate for our audit have not been received from branches not visited by us; or
- the consolidated charitable company 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.



*Anna Bennett (Senior statutory auditor)  
for and on behalf of haysmacintyre, Statutory Auditor*

27 September 2016

26 Red Lion Square  
London  
WC1R 4AG

haysmacintyre is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006.

**ST WILFRID'S HOSPICE (EASTBOURNE)**

**STATEMENT OF FINANCIAL ACTIVITIES**  
**(Including Income and Expenditure Account)**

**FOR THE YEAR ENDED 31 MARCH 2016**

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2016 £	Total 2015 £
<b>INCOME FROM:</b>						
<b>Donations and legacies</b>	2	4,649,080	-	112,233	4,761,313	3,293,803
<b>Charitable activities</b>						
Statutory funding and grants	2	1,075,603	-	-	1,075,603	590,901
<b>Other trading activities</b>						
Income from trading	3	863,546	-	-	863,546	907,772
Income from lottery		257,149	-	-	257,149	370,377
<b>Investments</b>	4	41,095	-	-	41,095	25,633
<b>Other</b>	5	25,672	-	-	25,672	284,081
<b>Total income</b>		<u>6,912,145</u>	<u>-</u>	<u>112,233</u>	<u>7,024,378</u>	<u>5,472,567</u>
<b>EXPENDITURE ON:</b>						
	6					
<b>Raising funds</b>						
Fundraising costs		663,168	-	3,757	666,925	565,776
Trading costs of goods sold and other costs	3	779,265	-	-	779,265	901,077
<b>Charitable activities</b>						
In patient		2,893,400	-	34,204	2,927,604	3,051,228
Wellbeing		496,300	-	20,784	517,084	352,317
Hospice at Home and 24/7						
Nurse Line		699,135	-	2,320	701,455	710,736
<b>Total expenditure</b>		<u>5,531,268</u>	<u>-</u>	<u>61,065</u>	<u>5,592,333</u>	<u>5,581,134</u>
Net gains/(losses) on investments		<u>176,526</u>	<u>-</u>	<u>-</u>	<u>176,526</u>	<u>45,000</u>
<b>Net income</b>		<u>1,557,403</u>	<u>-</u>	<u>51,168</u>	<u>1,608,571</u>	<u>(63,567)</u>
Gross transfers between funds		<u>(1,338,066)</u>	<u>1,338,066</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Net movement in funds</b>		<u>219,337</u>	<u>1,338,066</u>	<u>51,168</u>	<u>1,608,571</u>	<u>(63,567)</u>
Fund balances at 1 April 2015		<u>1,280,663</u>	<u>12,134,332</u>	<u>27,602</u>	<u>13,442,597</u>	<u>13,506,164</u>
Fund balances at 31 March 2016	19,20	<u>1,500,000</u>	<u>13,472,398</u>	<u>78,770</u>	<u>15,051,168</u>	<u>13,442,597</u>

All income and expenditure arises from continuing activities.

Full details of income and expenditure by fund for the prior year are given in note 23.

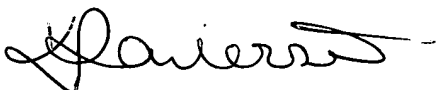
The notes on pages 16 to 28 form part of the financial statements.

## BALANCE SHEET

AS AT 31 MARCH 2016

		Hospice		Group	
	Notes	2016 £	2015 £	2016 £	2015 £
<b>FIXED ASSETS</b>					
Tangible assets	12	11,070,498	11,426,381	11,127,755	11,513,395
Investment properties	13	1,207,000	777,500	1,207,000	777,500
		<u>12,277,498</u>	<u>12,203,881</u>	<u>12,334,755</u>	<u>12,290,895</u>
<b>CURRENT ASSETS</b>					
Stocks		7,714	5,179	12,167	22,527
Debtors	14	1,242,273	405,709	1,081,317	289,734
Investments	15	1,991	2,381	1,989	2,379
Cash at bank and in hand		1,912,137	1,135,402	2,057,216	1,270,697
		<u>3,164,115</u>	<u>1,548,671</u>	<u>3,152,689</u>	<u>1,585,337</u>
<b>CREDITORS: amounts</b>					
falling due within one year	16	(391,016)	(310,339)	(436,276)	(433,635)
<b>NET CURRENT ASSETS</b>		<u>2,773,099</u>	<u>1,238,332</u>	<u>2,716,413</u>	<u>1,151,702</u>
<b>TOTAL ASSETS LESS</b>					
<b>CURRENT LIABILITIES</b>		<u>15,050,597</u>	<u>13,442,213</u>	<u>15,051,168</u>	<u>13,442,597</u>
<b>NET ASSETS</b>		<u>15,050,597</u>	<u>13,442,213</u>	<u>15,051,168</u>	<u>13,442,597</u>
<b>FUNDS:</b>					
Restricted funds	19	78,770	27,602	78,770	27,602
Unrestricted funds:					
Designated funds	20	13,472,398	12,134,332	13,472,398	12,134,332
Operating reserve		1,499,429	1,280,279	1,500,000	1,280,663
		<u>15,050,597</u>	<u>13,442,213</u>	<u>15,051,168</u>	<u>13,442,597</u>

The accounts were approved by the Trustees and authorised for issue on 27/09/2016 and signed on its behalf by:



Mrs K Planterose (Chair of Audit Committee)



**ST WILFRID'S HOSPICE (EASTBOURNE)**

**STATEMENT OF CASH FLOWS**

**AS AT 31 MARCH 2016**

	<b>Note</b>	<b>2016 £</b>	<b>2015 £</b>
<b>Cash flows from operating activities:</b>			
<i>Net cash provided by (used in) operating activities</i>		<u>1,050,648</u>	<u>(117,669)</u>
<b>Cash flows from investing activities:</b>			
Dividends, interest and rents from investments		41,095	25,633
Proceeds from the sale of property, plant and equipment		878	885,735
Purchase of property, plant and equipment		(53,616)	(539,770)
Purchase of investments		<u>(252,486)</u>	<u>(250,500)</u>
<b>Net cash provided by (used in) investing activities</b>		<u>(264,129)</u>	<u>121,098</u>
<b>Change in cash and cash equivalents in the reporting period</b>		<b>786,519</b>	<b>3,429</b>
Cash and cash equivalents at the beginning of the reporting period		<u>1,270,697</u>	<u>1,267,268</u>
<b>Cash and cash equivalents at the end of the reporting period</b>		<u><b>2,057,216</b></u>	<u><b>1,270,697</b></u>

# ST WILFRID'S HOSPICE (EASTBOURNE)

## NOTES TO THE ACCOUNTS

YEAR ENDED 31 MARCH 2016

### 1. ACCOUNTING POLICIES

The principal accounting policies adopted, judgements and key sources of judgement, estimation and uncertainty in the preparation of the financial statements are as follows:

#### 1.1 Basis of preparation

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

St Wilfrid's Hospice (Eastbourne) meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

#### 1.2 Reconciliation with previous Generally Accepted Accounting Practice

In preparing the accounts, the trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 the restatement of comparative items was required.

The trustees have concluded and agreed that the valuing of shops donated goods for resale on receipt is impractical due to the high volume of low value items, lack of stock system for recording these items and the administrative cost involved. Instead the income is recognised in the accounts when these goods are sold.

In accordance with the requirements of FRS 102, a reconciliation of opening balances is provided:

Reconciliation of opening funds and balances	1 April 2014 £	31 March 2015 £
Fund balances as previously stated	13,440,515	13,331,564
Investment property revaluation 2014	65,649	65,649
Investment property revaluation 2015	-	45,000
<b>Fund balances as restated</b>	<b>13,506,164</b>	<b>13,442,213</b>

#### 1.3 Preparation of accounts on a going concern basis

The trustees consider there are no material uncertainties about the Charity's ability to continue as a going concern. The review of our financial position, reserves levels and future plans gives Trustees confidence the charity remains a going concern for the foreseeable future.

#### 1.4 Group financial statements

The financial statements consolidate the results of the charity and its wholly owned subsidiary St Wilfrid's Hospice Retail Company Limited (registered number: 02198239). The results of the 4 wholly owned subsidiaries, St Wilfrid's Hospice (Eastbourne) Trading Company Limited, St Wilfrid's Hospice (Eastbourne) Projects Limited, Broadwater Project Management Limited and St Wilfrid's Hospice Lottery Company Limited have not been consolidated into these financial statements as their results are immaterial to the charity and group. A separate Statement of Financial Activities and Income and Expenditure Account for the charity has not been presented because the charity has taken advantage of the exemption afforded by section 408 of the Companies Act 2006.

The consolidated statement of financial activities, income and expenditure account and balance sheet include the financial statements of the company and its subsidiary undertaking made up to 31 March 2016. The company has taken advantage of the exemption from presenting its own income and expenditure account. The surplus of the company for the financial year amounted to £1,596,155 (2015: Deficit £(63,567)). All intercompany transactions are eliminated on consolidation.

# ST WILFRID'S HOSPICE (EASTBOURNE)

## NOTES TO THE ACCOUNTS (continued)

YEAR ENDED 31 MARCH 2016

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### 1. ACCOUNTING POLICIES (continued)

#### 1.5 Income recognition

All income is included in the SOFA when the charity is legally entitled to the income, it is probable that the income will be received and the amount can be quantified with reasonable accuracy. For legacies, entitlement is when the charity is notified of an impending distribution with certainty of value, or when the legacy is received.

Statutory funding comprise amounts receivable in the year from the NHS.

Lottery income represents ticket sales received in respect of lotteries held during the year. Income from tickets sold in advance of a draw being held is carried forward to the period in which the draw takes place.

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

Rental income is recognised on a receivable basis.

#### 1.6 Expenditure

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to that category. Expenditure is classified under the following activity headings:

- Costs of raising funds comprises of fundraising, charity shops, lottery and trading activities
- Expenditure on charitable activities comprises of adults and children services for families facing terminal illness
- Other expenditure represents the costs associated with investment properties

Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with use of the resources.

Supports costs are those incurred directly in support of expenditure on the objects of the charity. These are allocated to charitable activities in proportion to other expenditure.

Governance costs relate to compliance with charity and company regulations and the strategic direction of the organisation.

#### 1.7 Tangible fixed assets and depreciation

Tangible fixed assets other than freehold land are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Freehold land is not depreciated

Freehold buildings	2% p.a. on cost
Computer equipment	20% p.a. on cost
Plant and equipment	10% p.a. on cost
Fixtures and fittings	20% p.a. on cost
Motor vehicles	25% p.a. on cost

Investment properties are included in the balance sheet at their open market value. Depreciation is provided only on those investment properties which are leasehold and where the unexpired lease term is less than 20 years.

**ST WILFRID'S HOSPICE (EASTBOURNE)**

**NOTES TO THE ACCOUNTS (continued)**

**YEAR ENDED 31 MARCH 2016**

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**1. ACCOUNTING POLICIES (continued)**

**1.8 Investments**

Investments are a form of basic financial instruments and are initially shown in the financial statements at market value. Movements in the market values of investments are shown as unrealised gains and losses in the Statement of Financial Activities.

Profits and losses on the realisation of investments are shown as realised gains and losses in the Statement of Financial Activities. Realised gains and losses on investments are calculated between sales proceeds and their opening carrying values or their purchase value if acquired subsequent to the first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and their carrying value. Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities.

**1.9 Stock**

Stock consists of purchased goods for resale. Stocks are valued at the lower of cost and net realisable value. Items donated for resale or distribution are not included in the financial statements until they are sold or distributed.

**1.10 Creditors and provisions**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due

**1.11 Debtors**

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**1.12 Cash at bank and in hand**

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**1.13 Financial instruments**

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

**1.14 Pensions**

The charity operates a defined contribution pension scheme. Contributions are charged in the accounts as they become payable in accordance with the rules of the scheme.

**1.15 Donated goods**

The Trustees consider the valuation of donated goods for resale at the point of receipt is impractical, due to the high volume of low value items and the administrative costs involved in valuation. Goods donated for resale are therefore recognised in the accounts at the point of sale.

**1.16 Fund accounting**

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

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

Restricted funds comprise funds received for a specific expenditure as specified by the donor. The aim and use of each restricted fund is set out in the notes to the financial statements.

**ST WILFRID'S HOSPICE (EASTBOURNE)**

**NOTES TO THE ACCOUNTS (continued)**

**YEAR ENDED 31 MARCH 2016**

**1. ACCOUNTING POLICIES (continued)**

**1.17 Estimates and judgements**

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances. Although these estimates are based on management's best knowledge of the amount, events or actions, actual results ultimately differ from those estimates. The Trustees consider the evaluation of useful economic life of fixed assets to be the area of judgement with a significant effect on the financial statements. Further details on this judgement are provided in the relevant section above.

<b>2. DONATIONS, LEGACIES AND STATUTORY FUNDING</b>	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>2016 £</b>	<b>2015 £</b>
Donations and gifts	1,157,490	112,233	1,269,723	1,137,770
Legacies receivable	3,491,590	-	3,491,590	2,156,033
Grants receivable for core activities	1,075,603	-	1,075,603	590,901
	<u>5,724,683</u>	<u>112,233</u>	<u>5,836,916</u>	<u>3,884,704</u>
<b>3. ACTIVITIES FOR GENERATING FUNDS</b>	<b>2016 £</b>		<b>2015 £</b>	<b>£</b>
<b>Trading income and costs</b>				
<b>Trading income</b>				
Donated goods income	690,508		716,785	
Bought in goods income	35,505		76,486	
Street café income	137,533		114,501	
Lottery funding	-		-	
	<u></u>	863,546	<u></u>	907,772
<b>Trading expenses</b>				
Cost of sales	19,139		52,955	
Street café costs	129,535		100,446	
Staff expenses	306,777		377,116	
Property expenses	227,988		254,585	
Administration expenses	65,808		75,832	
Depreciation	30,139		40,199	
	<u>779,386</u>		<u>901,133</u>	
Less interest received	121		56	
	<u></u>	779,265	<u></u>	901,077
<b>Total (deficit)/surplus</b>		<u>84,281</u>		<u>6,695</u>
<b>Number of shops</b>		<u>6</u>		<u>7</u>

Note: £2,416 (2015: £2,415) of loan interest and £10,000 management fee have been eliminated on consolidation, which increases the trading surplus compared to the Retail Company surplus shown in note 11.

**ST WILFRID'S HOSPICE (EASTBOURNE)**

**NOTES TO THE ACCOUNTS (continued)**

**YEAR ENDED 31 MARCH 2016**

<b>4. INVESTMENT INCOME</b>				<b>2016 £</b>	<b>2015 £</b>
Rental income from investment properties				35,953	18,881
Income from listed investments				15	44
Interest receivable				5,127	6,708
				<u>41,095</u>	<u>25,633</u>
<b>5. OTHER INCOME</b>				<b>2016 £</b>	<b>2015 £</b>
Net gain on disposal of fixed assets				-	247,733
Education courses and recharges				20,476	35,299
Other income				5,196	1,049
				<u>25,672</u>	<u>284,081</u>
<b>6. TOTAL EXPENDITURE</b>					
	<b>Staff Costs £</b>	<b>Other Direct Costs £</b>	<b>Support Costs Allocation £</b>	<b>Total 2016 £</b>	<b>Total 2015 £</b>
<b>Charitable expenditure</b>					
<b>Primary costs</b>					
Inpatient	1,584,426	334,840	1,008,338	2,927,604	3,051,228
Wellbeing	320,750	18,238	178,096	517,084	352,317
Hospice at Home	446,382	13,475	241,598	701,455	710,736
	<u>2,351,558</u>	<u>366,553</u>	<u>1,428,032</u>	<u>4,146,143</u>	<u>4,114,281</u>
<b>Costs of generating funds</b>					
Non-charitable trading	305,175	474,090	-	779,265	901,077
Fundraising	267,352	169,868	229,705	666,925	565,776
	<u>2,924,085</u>	<u>1,010,511</u>	<u>1,657,737</u>	<u>5,592,333</u>	<u>5,581,134</u>
<b>SUPPORT COSTS</b>				<b>2016 Total £</b>	<b>2015 Total £</b>
Support staff				882,345	749,146
Office				196,165	261,721
Premises and utilities				560,468	562,293
Governance				18,759	15,499
				<u>1,657,737</u>	<u>1,588,659</u>
<b>GOVERNANCE COSTS</b>					
Legal and professional				8,592	11,021
Auditors' remuneration				10,167	4,478
				<u>18,759</u>	<u>15,499</u>

# ST WILFRID'S HOSPICE (EASTBOURNE)

## NOTES TO THE ACCOUNTS (continued)

YEAR ENDED 31 MARCH 2016

7. NET INCOME	2016 £	2015 £
Net income is stated after:		
Auditors' remuneration		
- Audit services	10,167	4,478
Depreciation	437,080	392,342

## 8. TRUSTEES

Kara Bishop was appointed a trustee on 22 July 2014, with the approval of the Charity Commission. She is remunerated only for her role as Chief Executive and, since she was appointed a trustee, has received remuneration of £81,865 (2015: £53,466 for the eight months she acted as a trustee) plus pension contributions of £13,728 (2015: £7,454) made to a defined contribution pension scheme.

None of the other trustees (or any persons connected with them) received any remuneration or reimbursement of expenses during the year.

9. EMPLOYEES	2016 Number	2015 Number
The average monthly number of employees during the year was:		
Inpatient	75	69
Wellbeing	17	16
Hospice at Home	14	14
Support staff	31	26
Fundraising	8	9
Retail company	25	27
	170	161

Employment costs	£	£
Wages and salaries	3,302,525	3,178,883
National insurance	251,785	227,383
Pension costs	247,547	239,610
Redundancy payments	4,573	-
	3,806,430	3,645,876

The number of employees whose annual remuneration was £60,000 or more were:

	Number	Number
£60,001 - £70,000	-	1
£70,001 - £80,000	3	1
£90,001 - £100,000	1	2

Contributions totalling £32,306 (2015: £28,687) were made to defined contribution pension schemes on behalf of employees whose emoluments exceed £60,000.

No bonuses were paid to any staff in the year.

The total employee benefits of the relevant key management personnel of the Group were £352,239 (2015: £305,337). Of this, £299,521 (2015: £236,074) relates to relevant key management personnel of the Charity.

**ST WILFRID'S HOSPICE (EASTBOURNE)****NOTES TO THE ACCOUNTS (continued)****YEAR ENDED 31 MARCH 2016****10. TAXATION**

The company is a registered charity and as such is exempt from taxation on its income so long as this is applied for charitable purposes.

**11. NET INCOME FROM TRADING ACTIVITIES OF SUBSIDIARY**

The charity has a wholly owned group company which is incorporated in the UK. St Wilfrid's Hospice Retail Company Limited retails donated goods from eight different branches and the Street Cafe operations from 1 April 2014, as shown in note 3 to the accounts. The company donates its taxable profits to St Wilfrid's Hospice (Eastbourne) under a Gift Aid Declaration. A summary of its trading results is shown below.

	2016 £	2015 £
Turnover	863,546	907,772
Operating expenses	(791,802)	(903,548)
Operating profit	71,744	4,224
Interest receivable	121	56
Net income	71,865	4,280
Amount donated to St Wilfrid's Hospice (Eastbourne) under Gift Aid declaration	(71,865)	(4,280)
Retained in subsidiary	-	-

A donated goods gift aid scheme was started in February 2012, whereby donated goods were sold by the trading company on behalf of the Hospice. This scheme raised £138,371 (2015: £82,441) which includes gift aid reclaimed by the charity in the year. These amounts are included in Hospice income under 'Donations and gifts'.



**ST WILFRID'S HOSPICE (EASTBOURNE)**

**NOTES TO THE ACCOUNTS (continued)**

**YEAR ENDED 31 MARCH 2016**

**12. TANGIBLE FIXED ASSETS – THE HOSPICE**

	<b>Land and Buildings £</b>	<b>Computer Equipment £</b>	<b>Plant and equipment £</b>	<b>Fixtures and Fittings £</b>	<b>Motor Vehicles £</b>	<b>Total £</b>
<b>Cost</b>						
At 1 April 2015	11,061,022	512,470	199,455	852,003	39,354	12,664,304
Additions	-	13,116	7,006	30,936	-	51,058
At 31 March 2016	11,061,022	525,586	206,461	882,939	39,354	12,715,362
<b>Depreciation</b>						
At 1 April 2015	305,895	215,140	184,197	495,404	37,287	1,237,923
Charge for the year	202,120	89,990	2,242	111,789	800	406,941
At 31 March 2016	508,015	305,130	186,439	607,193	38,087	1,644,864
<b>Net Book Value</b>						
At 31 March 2016	10,553,007	220,456	20,022	275,746	1,267	11,070,498
At 31 March 2015	10,755,127	297,330	15,258	356,599	2,067	11,426,381
<b>Group</b>						
<b>Cost</b>						
At 1 April 2015	11,061,022	584,607	199,455	986,189	53,748	12,885,021
Additions	-	13,118	7,006	31,921	1,570	53,615
Disposals	-	-	-	(7,082)	-	(7,082)
At 31 March 2016	11,061,022	597,725	206,461	1,011,028	55,318	12,931,554
<b>Depreciation</b>						
At 1 April 2015	305,895	246,398	184,197	591,084	44,052	1,371,626
On disposals	-	-	-	(4,907)	-	(4,907)
Charge for the year	202,120	104,426	2,242	123,904	4,388	437,080
At 31 March 2016	508,015	350,824	186,439	710,081	48,440	1,803,799
<b>Net Book Value</b>						
At 31 March 2016	10,553,007	246,901	20,022	300,947	6,878	11,127,755
At 31 March 2015	10,755,127	338,209	15,258	395,105	9,696	11,513,395

**ST WILFRID'S HOSPICE (EASTBOURNE)**

**NOTES TO THE ACCOUNTS (continued)**

**YEAR ENDED 31 MARCH 2016**

**13. FIXED ASSET INVESTMENTS**

**Investment  
properties  
£**

Market value at 1 April 2015	777,500
Acquisitions at cost	252,486
Revaluation	177,014
<b>Market value at 31 March 2016</b>	<b>1,207,000</b>
<b>Historical cost:</b>	
At 31 March 2016	919,337
At 31 March 2015	666,851

The Trustees are of the opinion that the market value of the properties held is not materially different from the carrying value in the financial statements.

**14. DEBTORS**

	<b>The Hospice</b>		<b>The Group</b>	
	<b>2016</b>	<b>2015</b>	<b>2016</b>	<b>2015</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Legacies	819,557	62,307	819,557	62,307
Trade debtors	17,317	64,936	19,184	204,769
Amounts owed by group undertakings	-	99	-	-
Amounts owed by group undertakings	177,010	186,709	-	-
Amounts owed by group undertakings	49,000	69,000	-	-
Prepayments & accrued income	118,514	-	181,701	-
Other debtors	60,875	22,658	60,875	22,658
	<u>1,242,273</u>	<u>405,709</u>	<u>1,081,317</u>	<u>289,734</u>

Amounts falling due after more than one year and included in the debtors above are:

Amounts owed by group undertakings	<u>49,000</u>	<u>69,000</u>
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**15. CURRENT ASSET INVESTMENTS**

	<b>2016</b>	<b>2015</b>
	<b>£</b>	<b>£</b>
Quoted investments	1,989	2,379
<b>Total – the Group</b>	<u>1,989</u>	<u>2,379</u>
Investment in subsidiaries		
Share capital		
- St Wilfrid's Hospice (Eastbourne) Projects Limited	1	1
- St Wilfrid's Hospice Eastbourne Trading Company Limited	1	1
<b>Total – the Hospice</b>	<u>1,991</u>	<u>2,381</u>

In the opinion of the trustees, the aggregate value of the company's investment in subsidiary undertakings is not less than the amount included in the balance sheet.

# ST WILFRID'S HOSPICE (EASTBOURNE)

## NOTES TO THE ACCOUNTS (continued)

YEAR ENDED 31 MARCH 2016

16. CREDITORS: amounts falling due within one year	The Hospice		The Group	
	2016 £	2015 £	2016 £	2015 £
Other loans	4,800	4,800	4,800	4,800
Trade creditors	175,576	123,513	204,762	265,305
Amounts owed to group undertakings	44,804	42,394	44,804	-
Taxes and social security costs	74,640	98,462	76,533	98,462
Other creditors	51,095	-	53,262	-
Accruals	40,101	41,170	52,115	65,068
	<u>391,016</u>	<u>310,339</u>	<u>436,276</u>	<u>433,635</u>

## 17. PENSION AND OTHER POST-RETIREMENT BENEFIT COMMITMENTS

The company operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. The pension cost charge represents contributions payable by the company to the fund and amounted to £126,888 (2015: £112,248). The company also contributes to the NHS Pension Scheme on behalf of employees. Total pension costs in the year amounted to £247,547 (2015: £239,611).

## 18. COMPANY LIMITED BY GUARANTEE

The Trust has no share capital and is limited by guarantee. In the event of the Trust being wound up, the liability of each member is limited to £1.

## 19. RESTRICTED FUNDS

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 April 2015 £	Movement in funds		Balance at 31 March 2016 £
		Income £	Expenditure £	
Syringe drivers	5,214	11,050	(2,317)	13,947
Goodnews Evangelical Mission	-	24,000	(24,000)	-
Breaking down the barriers	2,000	-	-	2,000
Liquid oxygen equipment	19,391	-	(1,530)	17,861
The beauty salon	997	574	(784)	787
Bed appeal	-	665	(665)	-
Drugs cupboards	-	5,900	(1,051)	4,849
Wellbeing core costs	-	20,000	(20,000)	-
Pressure relieving cushions	-	1,950	(206)	1,744
Alenti bath chair	-	5,000	(750)	4,250
Chill beds	-	10,180	(484)	9,696
Drugs carts & floor cleaning	-	2,500	(204)	2,296
Wellbeing garden project	-	8,594	(2,757)	5,837
Hospice UK conference refresh	-	1,500	(1,500)	-
Improving WiFi	-	14,000	(1,497)	12,503
Hospice@Home iPads	-	3,000	-	3,000
Hospice@Home nursing team	-	2,320	(2,320)	-
Paris to Pier event sponsorship	-	750	(750)	-
Startlight Stroll event sponsorship	-	250	(250)	-
	<u>27,602</u>	<u>112,233</u>	<u>(61,065)</u>	<u>78,770</u>

**ST WILFRID'S HOSPICE (EASTBOURNE)****NOTES TO THE ACCOUNTS (continued)****YEAR ENDED 31 MARCH 2016****19. RESTRICTED FUNDS (continued)**

- The Syringe drivers fund will be used to meet the capital costs of assets purchased.
- The Goodnews Evangelical Mission Fund was used to meet expenditure for the running costs of the Chaplaincy.
- The Breaking down the barriers fund will be used for performers travel and refreshments who provide music performances within the Hospice.
- The Liquid Oxygen equipment fund was used to meet the capital costs of assets purchased for the alteration of the building.
- The Beauty salon fund was used to meet the capital costs of assets purchased and for other non-capital items purchased in relation to the start-up of the salon.
- The Bed appeal grant was used to meet running costs of nursing care.
- The Drugs cupboards fund was used to meet the capital costs of assets purchased for secure cupboards in in-patient bedrooms.
- The Wellbeing core costs fund was used to meet the running costs of the Wellbeing unit.
- The Pressure relieving cushions, Alenti bath chair, Chill beds, Drugs carts and floor cleaning were all used to meet the capital costs of assets purchased for the in-patient unit.
- The Wellbeing garden project fund was used to purchase capital assets and for other non-capital items in relation to improvements of the Wellbeing unit gardens.
- The Hospice UK conference refreshment fund was used to meet expenditure for the cost of meals and refreshments for staff to attend the Hospice UK conference in Liverpool.
- The Improving WiFi fund has been used to purchase capital assets to improve connectivity to in-patient rooms.
- The Hospice @ Home iPads fund will be used to purchase capital assets to improve the working efficiency of nurses out in the community.
- The Hospice @ Home nursing team fund has been used to meet expenditure for the running costs of the Hospice @ Home unit.
- The Paris to Pier and Starlight Stroll events sponsorship has been used to meet expenditure for the running costs of these Fundraising events.

**20. DESIGNATED FUNDS**

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	<b>Balance at 1 April 2015 £</b>	<b>Movement in funds</b>			<b>Balance at 31 March 2016 £</b>
		<b>Income £</b>	<b>Expenditure £</b>	<b>Transfers £</b>	
Strategic development reserve	733,553	-	-	1,611,090	2,344,643
Fixed asset reserve	11,400,779	-	-	(273,024)	11,127,755
	<u>12,134,332</u>	<u>-</u>	<u>-</u>	<u>1,338,066</u>	<u>13,472,398</u>

The strategic development reserve fund represents all monies except those held in other reserves, which are earmarked to fund planned strategic developments to the service and buildings.

The fixed asset reserve represents the charity's investments in fixed assets.

**ST WILFRID'S HOSPICE (EASTBOURNE)**

**NOTES TO THE ACCOUNTS (continued)**

**YEAR ENDED 31 MARCH 2016**

<b>21. ANALYSIS OF NET ASSETS BETWEEN</b>	<b>Unrestricted Funds £</b>	<b>Designated Funds £</b>	<b>Restricted Funds £</b>	<b>Total £</b>
Fund balances at 31 March 2016 are represented by:				
Tangible fixed assets	-	11,127,755	-	11,127,755
Investments	1,207,000	-	-	1,207,000
Current assets	729,266	2,344,643	78,770	3,152,689
Creditors: amounts falling due within one year	(436,276)	-	-	(436,276)
	<u>1,500,000</u>	<u>13,472,398</u>	<u>78,770</u>	<u>15,051,168</u>
<b>22. RECONCILIATION OF NET INCOME/(EXPENDITURE) TO NET CASH FLOW FROM OPERATING ACTIVITIES</b>			<b>2016 £</b>	<b>2015 £</b>
Net income/(expenditure) for the reporting period (as per the statement of financial activities)			1,608,571	(63,567)
Adjustments for:				
Depreciation charges			437,080	432,541
(Gains)/losses on investments			(176,526)	(45,000)
Dividends, interest and rent from investments			(41,095)	(25,633)
Loss/(profit) on the sale of fixed assets			1,200	(247,733)
(Increase)/decrease in stocks			10,360	8,176
(Increase)/decrease in debtors			(791,583)	(98,879)
Increase/(decrease) in creditors			2,641	(77,574)
Net cash provided by (used in) operating activities			<u>1,050,648</u>	<u>(117,669)</u>

**ST WILFRID'S HOSPICE (EASTBOURNE)**

**NOTES TO THE ACCOUNTS (continued)**

**AS AT 31 MARCH 2016**

**23. COMPARATIVE CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES (2015):**

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2015 £
<b>INCOME FROM:</b>					
<b>Donations and legacies</b>	2	3,213,069	-	80,734	3,293,803
<b>Charitable activities</b>					
Statutory funding and grants	2	590,901	-	-	590,901
<b>Other trading activities</b>					
Income from trading	3	907,772	-	-	907,772
Income from lottery		370,377	-	-	370,377
<b>Investments</b>	4	25,633	-	-	25,633
<b>Other</b>	5	284,081	-	-	284,081
<b>Total income</b>		<u>5,391,833</u>	<u>-</u>	<u>80,734</u>	<u>5,472,567</u>
<b>EXPENDITURE ON:</b>					
	6				
<b>Raising funds</b>					
Fundraising costs		565,776	-	-	565,776
Trading costs of goods sold and other costs	3	901,077	-	-	901,077
<b>Charitable activities</b>					
In patient					
Wellbeing		2,986,413	-	64,815	3,051,228
Hospice at Home and 24/7 Nurse Line		350,032	-	2,285	352,317
		709,486	-	1,250	710,736
<b>Total expenditure</b>		<u>5,512,784</u>	<u>-</u>	<u>68,350</u>	<u>5,581,134</u>
Net gains/(losses) on investments		45,000	-	-	45,000
<b>Net income</b>		<u>(75,951)</u>	<u>-</u>	<u>12,384</u>	<u>(63,567)</u>
Gross transfers between funds		310,289	(310,289)	-	-
<b>Net movement in funds</b>		<u>234,338</u>	<u>(310,289)</u>	<u>12,384</u>	<u>(63,567)</u>
Fund balances at 1 April 2015		<u>1,046,325</u>	<u>12,444,621</u>	<u>15,218</u>	<u>13,506,164</u>
Funds balances at 31 March 2016		<u>1,280,663</u>	<u>12,134,332</u>	<u>27,602</u>	<u>13,442,597</u>