

Report of the Directors and
Financial Statements
for the Year Ended
31 March 2008
for
The Mary Stevens Hospice Limited
(a Company limited by guarantee)

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The Mary Stevens Hospice Limited
(a Company limited by guarantee)

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for the Year Ended 31 March 2008

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The Mary Stevens Hospice Limited
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Company Information
for the Year Ended 31 March 2008

COUNCIL OF MANAGEMENT:

DIRECTORS

S Ariaraj (Appointed 11 12 07)
G Bellis - Chairman
P A Cree
R M Franks FCCA – Treasurer
R M Glaze (Appointed 18 09 07)
K G Henwood
D C Hickman
D J C Johnson FCA - Secretary
F C Leyland
B R Marshall
Councillor P D Martin
T W Powell
M E Rock
V J Smith (Appointed 11 12 07)
G T Wood

EX-OFFICIO MEMBERS

Councillor L Jones
Councillor I M Kettle
Councillor R C Wilson

REGISTERED OFFICE:

221 Hagley Road
Oldswinford
Stourbridge
West Midlands
DY8 2JR

REGISTERED NUMBER:

1963989

REGISTERED CHARITY NUMBER:

517656

AUDITORS:

Nicklin LLP
Church Court
Stourbridge Road
Halesowen
West Midlands
B63 3TT

BANKERS:

NatWest Bank Plc
141 High Street
Stourbridge
West Midlands
DY8 1BF

Barclays Bank Plc
81 High Street
Stourbridge
West Midlands
DY8 1EB

SOLICITORS:

Higgs & Sons
Blythe House
134 High Street
Brierley Hill
West Midlands
DY5 3BG

The Mary Stevens Hospice Limited
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Report of the Board of Directors
for the Year Ended 31 March 2008

REPORT OF THE DIRECTORS

The Directors submit their Report and Statement of Accounts for the year ended 31 March 2008

Structure, Governance and Management

Legal Structure

The Mary Stevens Hospice Limited is a registered charity, number 517656 and is a company limited by guarantee governed by its Memorandum and Articles of Association dated 4 March 1986

Governance

The Mary Stevens Hospice is governed by the Directors who form the Council of Management. The Directors are volunteers who have had careers in a wide variety of business and professional activities. They come from the Dudley Metropolitan Borough and its surrounding districts. All elected Directors are also Trustees please refer to page 1 for the names of the Directors. Three councillors selected by Dudley Metropolitan Borough Council attend the Board meetings in an ex-officio capacity. Proposals for membership of the Board of Directors should be made to the Chairman.

On appointment, new Trustees are given an induction programme to familiarise themselves with the work of the Hospice and their role.

The Charity is organised so that the Board of Directors of the Company meets regularly with subcommittees reporting to it, whilst individual directors liaise with senior management on a regular basis. The Senior Management Team is responsible to the Board of Directors for the day-to-day running of The Mary Stevens Hospice and the implementation of policies and strategies decided by the Board.

The Shops and Lottery

Although these are administered through separate limited companies, all profits are Gift-Aided to the Hospice. In addition to providing significant financial support, these activities ensure that the public is regularly reminded of the work of the Hospice.

The Board of Directors regards these associated companies to be fundamentally essential to the financial well being of the Hospice and would like to place on record their recognition and heartfelt thanks for the dedication and efforts of all the staff and volunteers who are involved.

Staff and Volunteers

The Board of Directors recognises the significant dedication of our staff and volunteers, which is shown in such a wide variety of ways. The Hospice could not exist without their input and this is reflected in the continuing care we are able to give patients and their relatives.

Newsletters are produced during the year to disseminate information about aims and activities.

The average number of employees and volunteers during the year was as follows

	Full Time Staff	Part Time Staff	Total Staff	Volunteers
Directors (Trustees)	0	0	0	16
Patient Care	14	36	50	113
Administration	5	3	8	53
Fundraising	0	0	0	0
Maintenance & Domestic	2	9	11	7
Catering	1	4	5	4
Chaplain	0	1	1	3
Totals	22	53	75	196

Internal Controls and Risk Management

The Board has conducted a review of the major risks to which the charity is exposed and systems have been established to mitigate those risks.

The Mary Stevens Hospice Limited
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Report of the Board of Directors
for the Year Ended 31 March 2008

The Directors are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities and to provide reasonable assurance that

- The charity is operating efficiently and effectively in its pursuit of its objects
- Its assets are safeguarded against unauthorised use or theft
- Proper records are maintained and that the financial information used within the charity is reliable
- The charity complies with relevant laws and regulations
- The systems of internal control are designed to provide reasonable, but not absolute, assurance against material misstatement or loss

They include

- Annual budgets approved by the Board
- Regular consideration by the Board of financial results, variance from budgets and non-financial performance indicators
- Appropriate delegation of authority and segregation of duties
- The identification and management of risks

Company and charity law requires the Directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for the period. In preparing these financial statements the Directors have followed best practice and have

- Selected suitable accounting policies and then applied them consistently
- Made judgements and estimates that are reasonable and prudent
- Stated whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements
- Prepared the financial accounts on the going concern basis and in compliance with the Charities Act 1993, the Companies Act 1985 and the Charity SORP 2005

The Directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with the Companies Act 1985

Objects, Objectives and Principal Activities

The Charity's object and its principal activity continues to be that of providing care for those suffering from chronic or terminal illness

Aims and Objectives

Nursing and Medical Team

- To be a centre of nursing excellence providing specialist palliative care by a multi-skilled, multi-professional team
- To maintain an active, flexible team of volunteers to provide a support service in delivering the care
- Help and support patients' families and carers

Fundraising

- To raise the appropriate funding annually to enable the Hospice to continue and develop its provision of specialist palliative care
- To keep building local fundraising support
- To find new corporate and trust supporters and continue assisting our existing supporters
- To increase the number of fundraising groups and develop existing community links in order to increase fundraising income

Achievements & Performance

Operational Performance

	<u>2008</u>	<u>2007</u>
<u>In Patients</u>		
Admissions	237	207
Occupied bed days	2,597	2,861
Average occupancy	71%	78%
<u>Day Care</u>		
Attendances	2,808	2,811
Average occupancy	75%	76%

The Mary Stevens Hospice Limited
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Report of the Board of Directors
for the Year Ended 31 March 2008

<u>Key Financial Statistics</u>	<u>2008</u>	<u>2007</u>
Voluntary income growth on prior year	49.4%	4.5%
Charitable Expenditure growth on prior year	2.9%	14.8%
Fundraising costs as % of voluntary income	4.2%	5.9%
Governance as % of total expenditure	11.3%	10.0%
Direct charitable expenditure as % of total	85.1%	86.4%

Financial Review and Results

Results for the year ended 31st March 2008 are given in the Statement of Financial Activities on page 7. The assets and liabilities are given in the Balance Sheet on page 8. The financial statements should be read in conjunction with their related notes, which appear on pages 10 to 15 and have been prepared in accordance with relevant law and SORP 2005.

In summary, total incoming resources increased by 37.1% to £2.63m, total resources expended increased by 4.5% to £2.05m.

The profit for the year is £582,892. The relevant factors are more fully explained in the Statement of Financial Activities on page 7 and also in the subsequent notes to the financial statements.

The surplus for the year has benefited from a significantly increased income from legacies and trusts amounting in total to £975,000. The Board has always been aware of the major impact made by varying legacy and trust incomes from year to year. We recognise that this is not simply a twelve month picture in this context, but does in fact represent the outcome of considerable efforts made by all our staff and volunteers who have striven to raise awareness for our cause in the local and surrounding communities over a much longer period. The current level of financial and practical support that we receive from such a wide variety of sources, is really a tribute to all those dedicated people who keep the Hospice running from day to day and our recognition and gratitude must be expressed herewith.

It is obvious that future demands on our services will require the continuance of all our many fund raising activities on a daily basis for each year that passes, we will therefore try to ensure that levels of commitment will continue to grow in order to maintain the high standards expected of our Charity.

Fixed Assets

A summary of changes in fixed assets during the period is set out in note 9 to the accounts.

Fund Raising

The charity is continuing to experience a very competitive fundraising environment. There is an awareness of the financial implications of adopting the NHS Agenda for Change pay scales which has been implemented during financial year and of its continuing impact on our costs in the future. As a result of these factors, the Directors recognise that achieving revenue budgets for the forthcoming year will be challenging. Targets have been set to increase the revenues from fundraising activities, through continuing changes in fundraising methods and efficiency improvements, whilst looking for opportunities in new sources of fundraising and recruiting new supporters.

Reserves Policy

Available liquid reserves, much of which has come from substantial legacies which may not be repeated, is invested for income. These funds are therefore available to meet running costs if future income should decline. The Board considers this to represent a satisfactory margin which would give time for other fundraising avenues to be explored if a resource was to dry up.

Investments

As the majority of funds under the control of the Board have been provided by members of the local community, a conservative attitude has always been adopted with regard to risk when making investments. Funds are generally invested on a short to medium term basis.

Future Plans

To develop and extend the role of our palliative practitioners and support staff, with a view to supplementing our existing in house unit care, by taking our services out to the local community. This initiative can only take place when we have the appropriate funding available on an ongoing basis.

The strengthening of our palliative care team has enabled the Hospice to accept patients with more complicated conditions and thus increase the quality and standard of care available to the local and surrounding communities.

The Mary Stevens Hospice Limited
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Report of the Board of Directors
for the Year Ended 31 March 2008

Statement of disclosure of information to auditors

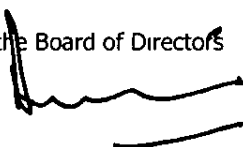
We, the directors of the company who held office at the date of approval of these Financial Statements, as set out above, each confirm so far as we are aware, that

- there is no relevant audit information of which the company's auditors are unaware, and
- we have taken all the steps that we ought to have taken as directors in order to make ourselves aware of any relevant audit information and to establish that the company's auditor's are aware of that information

Auditors

A resolution for reappointment of Nicklin LLP as auditors to the company will be proposed at the forthcoming Annual General Meeting

On behalf of the Board of Directors



D J C Johnson FCA - Secretary

Date 2 September 2008

Report of the Independent Auditors to the Members of
The Mary Stevens Hospice Limited
(a Company limited by guarantee)

Independent Auditor's Report to the members of Mary Stevens Hospice Ltd

We have audited the financial statements of Mary Stevens Hospice Limited for the year ended 31 March 2008 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and the related notes. These financial statements have been prepared under the accounting policies set out therein and the requirements of the Financial Reporting Standard for Smaller Entities (effective January 2007)

This report is made solely to the charity's members, as a body, in accordance with Section 235 of the Companies Act 1985. Our audit work has been undertaken so that we might state to the charity's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditors

The trustees' (who are also the directors of Mary Stevens Hospice Ltd for the purposes of company law) responsibilities for preparing the Report of the Directors and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) are set out in the Statement of Trustees' Responsibilities.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you whether in our opinion the information given in the Report of the Directors is consistent with the financial statements.

In addition we report to you if, in our opinion, the charity has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding trustees' remuneration and other transactions is not disclosed.

We read the Report of the Directors and consider the implications for our report if we become aware of any apparent misstatements within it.

Basis of audit opinion

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) 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 charity'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 information in the financial statements.

Opinion

In our opinion

- the financial statements give a true and fair view in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities of the state of the charity's affairs as at 31 March 2008, and of its incoming resources and application of resources, including its income and expenditure, in the year then ended,
- the financial statements have been properly prepared in accordance with the Companies Act 1985, and
- the information given in the Report of the Board of Directors is consistent with the financial statements.

Nicklin LLP

Nicklin LLP
Chartered Accountants
Registered Auditor
Church Court
Stourbridge Road
Halesowen
West Midlands
B63 3TT

Date

6th October 2008

The Mary Stevens Hospice Limited
(a Company limited by guarantee)

Statement of Financial Activities
for the Year Ended 31 March 2008

	Notes	Unrestricted Fund £	Restricted Funds £	Total funds 2008 £	Total funds 2007 £
INCOME AND EXPENDITURE					
Incoming resources					
Incoming resources from generated funds					
Voluntary income	3				
Donations and gifts		886,523	12,390	898,913	846,526
Legacies		<u>880,919</u>	<u>-</u>	<u>880,919</u>	<u>345,163</u>
		1,767,442	12,390	1,779,832	1,191,689
Activities for generating funds		172,738	-	172,738	112,123
Investment income	4	<u>193,792</u>	<u>-</u>	<u>193,792</u>	<u>168,588</u>
		2,133,972	12,390	2,146,362	1,472,400
Incoming resources from charitable activities	5	470,114	-	470,114	427,544
Other incoming resources		<u>12,817</u>	<u>-</u>	<u>12,817</u>	<u>17,519</u>
Total incoming resources		<u>2,616,903</u>	<u>12,390</u>	<u>2,629,293</u>	<u>1,917,463</u>
Resources expended					
Costs of generating funds					
Costs of generating voluntary income	6	74,668	-	74,668	70,246
Charitable activities	7	1,733,014	8,136	1,741,150	1,691,907
Governance costs	8	<u>230,305</u>	<u>278</u>	<u>230,583</u>	<u>196,120</u>
Total resources expended		<u>2,037,987</u>	<u>8,414</u>	<u>2,046,401</u>	<u>1,958,273</u>
Net incoming/(outgoing) resources before transfers		<u>578,916</u>	<u>3,976</u>	<u>582,892</u>	<u>(40,810)</u>
Surplus / (deficit) for the year		<u>578,916</u>	<u>3,976</u>	<u>582,892</u>	<u>(40,810)</u>
Balance brought forward					
At 1 April 2007		<u>5,366,475</u>	<u>-</u>	<u>5,366,475</u>	<u>5,407,285</u>
Balances carried forward					
At 31 March 2008		<u>5,945,391</u>	<u>3,976</u>	<u>5,949,367</u>	<u>5,366,475</u>

The Mary Stevens Hospice Limited
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Balance Sheet
31 March 2008

		<u>2008</u>		<u>2007</u>	
	Notes	£	£	£	£
FIXED ASSETS:					
Tangible assets	9		1,960,956		1,938,117
CURRENT ASSETS:					
Debtors	10	326,660		271,943	
Investments	11	1,577,402		1,260,338	
Cash at bank and in hand		2,183,773		1,995,156	
		4,087,835		3,527,437	
CREDITORS: Amounts falling due within one year	12	<u>99,424</u>		<u>99,079</u>	
NET CURRENT ASSETS:			<u>3,988,411</u>		<u>3,428,358</u>
TOTAL ASSETS LESS CURRENT LIABILITIES:			<u>5,949,367</u>		<u>5,366,475</u>
FUNDS	13				
Unrestricted funds					
General funds			5,741,275		3,162,359
Designated funds			204,116		2,204,116
Restricted funds			<u>3,976</u>		<u>-</u>
Total Funds			<u>5,949,367</u>		<u>5,366,475</u>

These Financial Statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective January 2007)

ON BEHALF OF THE BOARD:



D J C Johnson FCA – Director



R M Franks FCCA – Director

Approved by the Board on 2 September 2008

The Mary Stevens Hospice Limited
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Cash Flow Statement
for the Year Ended 31 March 2008

	<u>2008</u>		<u>2007</u>	
	£	£	£	£
Cash generated from operations				
Operating profit before investment income	389,100		(209,398)	
Reconciliation to cash				
generated from operations				
Depreciation/loss on disposal	83,845		83,103	
(Increase)/Decrease in debtors	(54,717)		96,140	
Increase/(Decrease) in creditors	<u>345</u>		<u>(212,557)</u>	
		418,573		(242,712)
Cash from other sources				
Interest received	193,792		168,588	
Proceeds from motor vehicle disposal	-		100	
Investment disposal	<u>-</u>	<u>193,792</u>	<u>38,783</u>	<u>207,471</u>
		612,365		(35,241)
Application of cash				
Cash payments - investment				
purchase	(317,064)		-	
Purchase of tangible fixed assets	<u>(106,684)</u>		<u>(67,500)</u>	
		<u>(423,748)</u>		<u>(67,500)</u>
Net increase/(decrease) in cash		188,617		(102,741)
Cash at bank				
at beginning of year		<u>1,995,156</u>		<u>2,097,897</u>
at end of year		<u><u>2,183,773</u></u>		<u><u>1,995,156</u></u>

1 ACCOUNTING POLICIES

Status of the Company

The Company is limited by guarantee and does not have a share capital. The liability of members is not to exceed £1 per member. The Company is also a registered charity, non-profit making and, as such, qualifies for exemption from Income and Corporation Tax. The members of the Company are the Directors named on page 1.

Accounting convention

The Financial Statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2007), with the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP 2005), and with the Companies Act 1985.

Fund accounting

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

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

Restricted funds are funds which are to be used in accordance with the specific restrictions imposed by donors. The costs attributable to such funds are charged against the specific fund.

Tangible fixed assets

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

Leasehold property	- (see below)
Fixtures and fittings	- 20% on reducing balance
Motor vehicles	- 25% on reducing balance
Computer equipment	- 25% on cost

Assets with a cost of less than £200 are written off in the year of acquisition.

Leasehold buildings are depreciated on a straight line basis from the date the building is brought into use until the end of the lease in October 2040.

Voluntary income

Voluntary income, including that received under Gift Aid from lottery and shops via Mary Stevens Hospice Lottery Limited and The Mary Stevens Hospice Trading Company Limited, is accounted for on a cash receivable basis. Where significant assets are donated a cash equivalent is included in voluntary income.

Incoming resources

All incoming resources are included in the Statement of Financial Activities when the Company is legally entitled to the income and the amount can be quantified with reasonable accuracy. For legacies, a file is set up once notification is received that the Company is to benefit from a legacy. These files are regularly reviewed to ensure that the funds are ultimately received but credit is not taken until the year in which they are received.

Investments

Investments are stated at market value. Realised and unrealised gains and losses on investments are dealt with in the Statement of Financial Activities. Investment income plus associated tax recoverable is credited to income as received.

Value Added Tax

Value Added Tax is not recoverable by the Company, and as such is included in the relevant costs in the Statement of Financial Activities.

Resources expended

All expenditure is included in the Statement of Financial Activities on an accruals basis, inclusive of any VAT which cannot be recovered, and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with use of the resources.

1 ACCOUNTING POLICIES - continued

Pensions

In respect of former qualifying National Health Service personnel the Company continues their participation in the NHS defined benefit pension scheme. Other contracted staff are offered an opportunity to participate in a separate defined contribution scheme. Employer's contributions payable to both schemes for the year are charged in the Statement of Financial Activities.

2 OPERATING SURPLUS

The operating surplus is stated after charging/ (crediting)

	2008 £	2007 £
Depreciation - owned assets	83,845	83,203
(Profit)/loss on disposal	-	(100)
Auditors' remuneration	<u>3,600</u>	<u>3,500</u>

Directors' emoluments and other benefits etc

- -

3 VOLUNTARY INCOME

	2008 £	2007 £
Donations – in memoriam	163,585	141,526
Donations – general	108,385	139,977
Donations – trusts	94,050	30,400
Fund raising groups	44,692	45,912
Gift Aid – Lottery Company	355,157	340,711
Gift Aid – Trading Company	133,044	148,000
Legacies (2007 includes £100,000 distributed from a will trust)	<u>880,919</u>	<u>345,163</u>
	<u>1,779,832</u>	<u>1,191,689</u>

4 INVESTMENT INCOME

	2008 £	2007 £
Bank interest	179,171	162,241
Building Society interest	14,621	6,347
	<u>193,792</u>	<u>168,588</u>

5 INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	2008 £	2007 £
Health Authorities	<u>470,114</u>	<u>427,544</u>

6 COSTS OF GENERATING VOLUNTARY INCOME

	2008 £	2007 £
Appeals department staff costs	4,104	46,420
Staff recharge from Lottery Company	45,647	6,719
Advertising	8,554	3,741
Other fund raising expenses	<u>16,363</u>	<u>13,366</u>
	<u>74,668</u>	<u>70,246</u>

7 COSTS OF CHARITABLE ACTIVITIES

	2008 £	2007 £
Direct service provision		
Staff costs	1,335,586	1,221,841
Depreciation of buildings and equipment	75,653	75,118
Pharmacy and other consumables	79,465	95,035
Other	28,794	52,290
Patient transport	46,937	44,649
Physiotherapy contract costs	32,388	28,704
Agency staff costs	-	5,760
	<u>1,598,823</u>	<u>1,523,397</u>

Support Costs

	2008 £	2007 £
Premises expenses	93,652	103,995
Security	2,731	3,809
Other	<u>45,944</u>	<u>60,706</u>
	<u>142,327</u>	<u>168,510</u>
Total	<u>1,741,150</u>	<u>1,691,907</u>

8 GOVERNANCE COSTS

	2008 £	2007 £
Staff costs	188,805	163,673
Telephone and postage	10,852	14,403
Depreciation of equipment	8,193	7,985
Other	<u>22,733</u>	<u>10,059</u>
	<u>230,583</u>	<u>196,120</u>

8. CONTINUED

TOTAL STAFF COSTS

	2008 £	2007 £
Wages and salaries	1,340,062	1,253,111
Social security costs	101,744	95,953
Pension costs	86,689	82,870
	<u>1,528,495</u>	<u>1,431,934</u>

The average monthly numbers of employees during the year are as follows

	2008	2007
Hospice Services	67	61
Fund raising and publicity	-	1
Administration	<u>8</u>	<u>9</u>
	<u>75</u>	<u>71</u>
Full time equivalents	55	53

The numbers shown above do not include members of the Board of Directors, none of whom receive any remuneration or expenses

No employee earned over £60,000

9 TANGIBLE FIXED ASSETS

	Leasehold property	Fixtures and fittings	Motor vehicles	Computer equipment	Totals
	£	£	£	£	£
COST:					
At 1 April 2007	2,345,808	345,649	3,850	62,097	2,757,404
Additions	72,476	31,915	-	2,293	106,684
Disposals					
At 31 March 2008	<u>2,418,284</u>	<u>377,564</u>	<u>3,850</u>	<u>64,390</u>	<u>2,864,088</u>
DEPRECIATION:					
At 1 April 2007	530,719	234,387	802	53,379	819,287
Charge for year	51,951	23,699	610	7,585	83,845
Eliminated on disposal					
At 31 March 2008	<u>582,670</u>	<u>258,086</u>	<u>1,412</u>	<u>60,964</u>	<u>903,132</u>
NET BOOK VALUE:					
At 31 March 2008	<u>1,835,614</u>	<u>119,478</u>	<u>2,438</u>	<u>3,426</u>	<u>1,960,956</u>
At 31 March 2007	<u>1,815,089</u>	<u>111,262</u>	<u>3,048</u>	<u>8,718</u>	<u>1,938,117</u>

The Mary Stevens Hospice Limited
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Notes to the Financial Statements
for the Year Ended 31 March 2008

10 **DEBTORS: AMOUNTS FALLING
DUE WITHIN ONE YEAR**

	2008 £	2007 £
Trade debtors	9,235	58,555
Other debtors	205,990	163,344
Prepayments	15,514	13,046
Accrued income	74,239	25,693
Tax refund	21,682	11,305
	<u>326,660</u>	<u>271,943</u>

11 **CURRENT ASSET INVESTMENTS**

	2008 £	2007 £
Coutts & Co investments		
At 1 April 2007	1,260,338	1,299,121
Additions	317,064	61,217
Withdrawals	-	(100,000)
	<u>1,577,402</u>	<u>1,260,338</u>
At 31 March 2008		

12 **CREDITORS: AMOUNTS FALLING
DUE WITHIN ONE YEAR**

	2008 £	2007 £
Trade creditors	51,540	56,235
Social Security	30,800	30,127
Other creditors	5,480	-
Accrued expenses and deferred income	<u>11,604</u>	<u>12,717</u>
	<u>99,424</u>	<u>99,079</u>

13 **STATEMENT OF FUNDS**

	1 April 2007 £	Transfers	Addition £	Withdrawal £	31 March 2008 £
Designated funds					
Property Endowment Fund	2,000,000	(2,000,000)	-	-	-
Property Repair Fund	204,116	-	-	-	204,116
Other unrestricted funds					
General Fund	3,162,359	2,000,000	578,916	-	5,741,275
Restricted funds	-	-	3,976	-	3,976
	<u>5,366,475</u>	<u>-</u>	<u>582,892</u>	<u>-</u>	<u>5,949,367</u>

The Property Endowment Fund was established in 1994 initially earmarking funds for the building of a residential unit to complement the day unit. During the year the trustees acknowledged that these funds had been effectively expended in the form of additions to the charity's property assets and the separate existence of a designated fund was not required. Accordingly, this fund has been merged with the General Fund.

The Property Repair Fund was established in 1996 in an endeavour to equalise repair costs which are likely to increase as the property gets older.

The Restricted Fund relates to donations received for specific expenditure that has not yet been expended.

The Mary Stevens Hospice Limited
(a Company limited by guarantee)

Notes to the Financial Statements
for the Year Ended 31 March 2008

14 RELATED PARTY DISCLOSURES

During the year the Company was supported by donations from Mary Stevens Hospice Lottery Limited and The Mary Stevens Hospice Trading Company Limited as shown in Note 3

As at 31 March 2008 the amounts owed to the Company were £45,868 (2007 £65,711) from Mary Stevens Hospice Lottery Limited and £140,044 (2007 £97,000) from The Mary Stevens Hospice Trading Company Limited

15 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Tangible fixed assets £	Fixed asset investments £	Net current assets £	Total £
Designated funds				
Property Repair Fund	-	-	204,116	204,116
General fund	1,959,705	-	3,781,570	5,741,275
Restricted fund	<u>1,251</u>	<u>-</u>	<u>2,725</u>	<u>3,976</u>
Total	<u>1,960,956</u>	<u>-</u>	<u>3,988,411</u>	<u>5,949,367</u>

The Mary Stevens Hospice Limited
(a Company limited by guarantee)

Detailed Income and Expenditure Account
for the Year Ended 31 March 2008

	2008		2007	
	£	£	£	£
Income:				
Donations, legacies and similar incoming resources				
Donations - in memoria	163,585		141,526	
Donations - general	108,385		139,977	
Donations - trusts	94,050		30,400	
Fund raising groups	44,692		45,912	
Legacies	880,919		345,163	
Health Authorities	470,114		427,544	
Other income	12,817		17,519	
Gift Aid - Lottery Company	355,157		340,711	
Gift Aid - Trading Company	133,044		148,000	
Fund raising income	<u>172,738</u>		<u>112,123</u>	
		2,435,501		1,748,875
Investment income:				
Bank interest	179,171		162,241	
Building Society interest	<u>14,621</u>		<u>6,347</u>	
		<u>193,792</u>		<u>168,588</u>
Total income		2,629,293		1,917,463
Direct costs – page 17	1,687,064		1,585,652	
Fund raising costs – page 17	74,668		70,246	
Indirect costs – page 17	200,824		219,272	
Depreciation – page 17	<u>83,845</u>		<u>83,103</u>	
		<u>2,046,401</u>		<u>1,958,273</u>
SURPLUS / (DEFICIT)		<u>582,892</u>		<u>(40,810)</u>

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The Mary Stevens Hospice Limited
(a Company limited by guarantee)

Detailed Income and Expenditure Account
for the Year Ended 31 March 2008

	2008		2007	
	£	£	£	£
Direct costs:				
Staff costs – direct	994,045		898,760	
Staff costs – admin & clerical	188,805		163,673	
Staff costs – maintenance	30,913		33,078	
Staff costs – domestic	116,252		111,180	
Registration fees	846		574	
Doctors/medical fees	0		470	
Social security costs	101,744		95,953	
Pensions/superannuation	86,689		82,870	
Direct consumables	78,416		94,378	
Uniforms/protective clothing	3,031		2,173	
Sub contract – Agency staff	-		5,760	
West Midlands Ambulance Service	46,937		44,649	
Clinical waste collection	6,998		6,697	
Sub-contract costs – physiotherapy	32,388		28,704	
Staff recruitment costs	-		16,733	
		1,687,064		1,585,652
Fund raising costs:				
Staff costs	4,104		46,420	
Management recharge from Lottery Company	45,647		6,719	
Other fund raising expenses	16,363		13,366	
Advertising	8,554		3,741	
		74,668		70,246
Indirect costs:				
Telephone & postage	10,852		14,403	
Advertising	11,629		18,414	
Insurances	19,538		19,428	
Security	2,732		3,809	
Cleaning costs & consumables	23,198		22,230	
Staff training & development	7,462		14,224	
Health & safety/welfare costs	4,448		9,326	
Residents' comfort	1,050		657	
Hire of equipment	736		1,920	
General expenditure	10,100		13,006	
Audit & accountancy	4,153		4,847	
Professional fees	17,735		3,623	
Bank charges	844		1,589	
Motor & travelling expenses	6,291		7,229	
Light, heat & water	21,040		33,789	
Repairs & maintenance	59,016		50,778	
		200,824		219,272
		1,962,556		1,875,170
Depreciation:				
Depreciation/profit on disposal		83,845		83,103
Total costs		<u>2,046,401</u>		<u>1,958,273</u>

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