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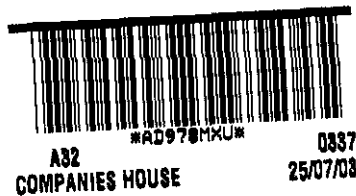
**ST LUKE'S HOSPICE (HARROW AND BRENT)  
LIMITED**

**COMPANY NUMBER: 2141770**

**FINANCIAL STATEMENT**

**for the year ended**

**31 December 2002**



**ST. LUKE'S HOSPICE (HARROW & BRENT) LIMITED**

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## **ST LUKE'S HOSPICE (HARROW AND BRENT) LIMITED**

### **Directors:**

Mr J A Corner MBE, FCCA, MBCS - Chairman  
Mrs S J Diamond  
Mr J F Carling JP (appointed 16-07-2002)  
Mrs C English  
Mrs J Gaffin OBE (resigned 09-06-2002)  
Mrs H N McNair RGN, RM, Dip.N(London)  
Mr A J Perrin  
Mr J A Shrimpton JP, OBE - Vice Chairman  
Mr T P Taylor FAPA, FSCA, ACEA - Hon Treasurer  
Mr M Wilson JP, FCMC (appointed 16-07-2002)  
The Reverend H Young

### **Secretary:**

Mr M R Coward

### **Registered Office:**

Kenton Grange  
Kenton Road  
Harrow  
Middlesex  
HA3 0YG

### **Auditors:**

Sproull & Company  
Chartered Accountants  
31/33 College Road  
Harrow  
Middlesex  
HA1 1EJ

### **Principal Bankers:**

National Westminster Bank plc  
567 Kingsbury Road  
Kingsbury  
London  
NW9 9EL

### **Principal Officers:**

Chief Executive and Company Secretary - Michael Coward  
Director of Patient Services - Geraldine Burke  
Medical Director - Dr Charles Daniels  
Director of Fund Raising - Sue Hind-Woodward

## **ST LUKE'S HOSPICE (HARROW & BRENT) LIMITED**

### **REPORT OF THE DIRECTORS FOR THE YEAR ENDED 31 DECEMBER 2002**

The Directors of St Luke's Hospice (Harrow & Brent) Limited present their combined Directors' and Trustees' report and the audited financial statements for the year ended 31 December 2002.

#### **STATUS**

St Luke's Hospice (Harrow & Brent) Limited is a registered charity, number 298555. It is also a company registered in England, number 2141770. It was incorporated on 22 June 1987 and has no share capital, being limited by guarantee.

#### **PRINCIPAL ACTIVITIES AND REVIEW OF ACTIVITIES**

##### **Mission Statement**

To provide specialist palliative care, free of charge to people with advanced progressive illnesses, which addresses their physical, emotional, social and spiritual needs thus enhancing their quality of life and supporting their families and carers.

##### **Review of Development**

Throughout 2002 the Hospice has continued to develop its clinical services in the daycare and inpatient units. Over the year 260 inpatients and 199 daycare patients benefited from these services. In addition, the Hospice has provided outpatient clinics.

St Luke's continues to fund in full a clinical nurse specialist and contributes towards the cost of a further part-time clinical nurse specialist working with the Harrow Continuing Care Team, a unit of the Harrow NHS Primary Care Trust. In addition it pays 50% of the cost of employing 2 nurses working in Northern Brent with the Parkside NHS Trust. Between them, these sponsored nurses have seen over 200 new patients in the year. Finally, the Hospice provides, free of charge, an office and support facilities for the Harrow CCT.

##### **Contributions to Funds**

A service contract with the new Primary Care Trusts for the year ending 31 March 2003 was agreed at £523,000. A further sum of £34,000 was negotiated as a result of the government's release of £10,000,000 for palliative care across the country. However, the money was not received until 2003.

##### **Funding of Future Operations**

The Directors assess that the annual operating costs for the Hospice in 2003 will be in the order of £2,441,000 an increase of £404,000 on the expenditure for 2002. The increase is largely due to the increase in employment costs as the Hospice has moved to full staffing to establishment. Negotiations are in hand to agree a new service agreement with the Primary Care Trusts.

#### **SALIENT FEATURES OF THE ACCOUNTS**

##### **Introduction**

The accounts for the year are presented in the format required by the Statement of Recommended Practice (SORP) on accounting and charities issued in October 2000.

## ST LUKE'S HOSPICE (HARROW & BRENT) LIMITED

### REPORT OF THE DIRECTORS FOR THE YEAR ENDED 31 DECEMBER 2002

#### **Statement of Financial Activities**

The consolidated statement of financial activities shows that the total incoming resources were £2,384,000, of which the trading subsidiary contributed £1,022,000. This total represents an overall increase of £21,000 on the previous year. Donations for the year declined by £146,000 compared with 2001, which is accounted for by a major one-off donation of £150,000 in 2001 to restricted funds. Total resources used including £708,000 for the trading company amounted to £2,745,000, an increase of £450,000 on the previous year, largely because of successful recruiting to fill establishment vacancies and the growth of patient services. The net deficit for the year amounted to £361,000, of which £261,000 are accounted for by the decrease in market value of the Hospice's investments, due to the adverse trading conditions on the Stock Market. This decrease in value has been seen across the charity sector.

#### **Endowment Funds**

Despite the notional decrease in value of the Hospice's endowment funds, as noted above, the Directors continue to take a long term view of the investments made and are not therefore unduly alarmed by the current position.

#### **Funds**

Full information on the funds are note 12 to the accounts. The Charity's free funds at the year-end totalled £158,000. This represents approximately one month's unrestricted expenditure. In addition, the Charity's expendable endowment fund totalled £1,409,000, which represents approximately eight months' unrestricted expenditure.

#### **Performance of Trading Subsidiary**

During the year the trading company, which operates charity shops in Harrow and Northern Brent, opened its ninth shop in Harrow Weald. It contributed £314,000 to group profits, an increase of 6.4% over the previous year. Sales of donated goods rose by £108,891, while the cost of sales remained steady. However, the net profit was restricted by the costs of acquisition of the new shop and the refurbishment of the Kingsbury shop. The Directors continue to seek new premises to expand the operation of the shops company and will also undertake a rolling programme of refurbishment of existing premises in the coming 3 years. The St Luke's lottery made a profit of £22,741, a slight fall from the previous year.

#### **Balance Sheets**

Freehold land and buildings are capitalised at cost of acquisition, including professional fees, together with the costs incurred in developing the properties. No depreciation is charged on the freehold property as the Directors' policy remains to maintain it to a high standard so as to extend its useful working life. The balance sheet of the charity shows that apart from fixed assets which comprise the Hospice buildings and equipment at Kenton Grange, assets were kept in liquid form. The Directors remain convinced of the need to create a permanent endowment in the long term. However, the possibility of future expansion remains in the short to medium term and, consequently, the concept of an expendable endowment remains valid.

#### **Risk Management**

The Board has examined the principle areas of the Hospice's operations and considered the major risk faced in each of the areas and have satisfied themselves that these have been adequately mitigated where necessary.

#### **LEGAL AND ADMINISTRATIVE INFORMATION**

The Directors of the company are also Trustees of the charity. No other body or person has the right to appoint directors. No Director has any beneficial interest in the Company. The Trustees meet at regular intervals throughout the year. The Finance & General Purposes Committee, the Fundraising Committee and the Clinical Services Committee are made up of Trustees and other individuals. The Committees operate under specific terms of reference, which delegate certain functions from the Trustee Board. Each Committee has its decisions ratified by the full Board.

## **ST LUKE'S HOSPICE (HARROW & BRENT) LIMITED**

### **REPORT OF THE DIRECTORS FOR THE YEAR ENDED 31 DECEMBER 2002**

The Directors who held office during the year were: Mr J A Corner, Mr J Shrimpton, Mr T P Taylor, Mrs S Diamond, Mrs H McNair, Mrs C English, Mr A J Perrin, Rev H Young, Mrs J Gaffin, Mr J Carling and Mr M Wilson. Mrs Gaffin resigned on 9 June 2002. Mr J A Corner, Mrs S Diamond and Mr J Shrimpton retired by rotation in accordance with Articles 37 and 38 of the Articles of Association and were re-elected at the Annual General Meeting held on 16 July 2002 under Articles 40 and 41. Mr J Carling and Mr M Wilson were appointed on 16 July 2002.

#### **DIRECTORS' RESPONSIBILITIES**

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

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue.

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the accounts comply with the Companies Act 1985 and Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2000). They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

#### **AUDITORS**

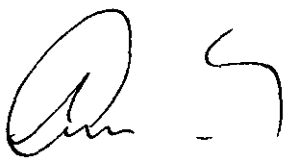
The auditors, Sproull & Company, are willing to be reappointed in accordance with section 385 of the Companies Act 1985.

#### **CONCLUSION**

2002 was another successful year for St Luke's Hospice as it continued to establish itself as a provider of specialist palliative care. It is grateful for the unstinting efforts of its volunteers who are involved in administration, charity shops and fundraising. As at 31 December 2002 the Charity's database showed 480 volunteers. Like all other institutes, the Hospice has suffered from the effects of the fall in values on the financial markets and the deficit on the balance sheet needs to be considered in the light of this situation. The Directors continue to take a longer term view of these investments and the Hospice has adequate contingency reserves. The Directors remain confident of continuing services.

#### **BY ORDER OF THE BOARD**

Secretary



Date:

11 April

2003

**ST. LUKE'S HOSPICE (HARROW AND BRENT) LIMITED**

**REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF**  
**ST. LUKE'S HOSPICE (HARROW & BRENT) LIMITED**

We have audited the financial statements of St. Luke's Hospice (Harrow & Brent) Limited for the year ended 31<sup>st</sup> December 2002 on pages 5 to 12 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and related notes. These financial statements have been prepared under the historical cost convention and the accounting policies set out therein.

**Respective responsibilities of directors and auditors**

The directors' (who are also trustees of St Luke's Hospice (Harrow & Brent) Limited) responsibilities for preparing the Directors' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards are set out in the Statement of Directors' Responsibilities. Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and United Kingdom Auditing Standards.

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 if, in our opinion, the Report of the Directors is not consistent with the financial statements, if the charitable company 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 directors' remuneration and transactions with the company is not disclosed.

We are not required to consider whether the statement in the Directors' report concerning the major risks to which the charity is exposed covers all existing risks and controls, or to form an opinion on the effectiveness of the charity's risk management and control procedures.

We read other information in the Report of the Directors, and consider whether it is consistent with the audited financial statements. We consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies with the financial statements. Our responsibilities do not extend to any other information.

**Basis of audit opinion**

We conducted our audit in accordance with United Kingdom Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the directors in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charitable company'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 of the state of affairs of the charitable company and group as at 31<sup>st</sup> December 2002 and of their incoming resources and application of resources, including its income and expenditure, for the year then ended and have been properly prepared in accordance with the Companies Act 1985.

**SPROULL & CO.**

Chartered Accountants and Registered Auditor  
31/33 College Road  
Harrow, Middlesex  
HA1 1EJ

Dated:

22<sup>ND</sup>

Apr 1 2003

**ST LUKE'S HOSPICE (HARROW & BRENT) LIMITED**

**CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES (including Income and Expenditure account)**  
**FOR THE YEAR ENDED 31ST DECEMBER 2002**

	Notes	Unrestricted funds £000	Restricted funds £000	Endowment funds £000	Totals 2002 £000	Totals 2001 £000
<u>Income and expenditure</u>						
<u>Incoming resources</u>						
Donations		539			539	685
Legacies		477			477	189
Grants		523			523	526
Gross income from trading subsidiary	2	1022			1022	916
Investment income		44		40	84	93
Market value decrease	6	-6		-255	-261	-46
Total incoming resources		2599	0	-215	2384	2363
<u>Resources used</u>						
<u>Direct charitable expenditure</u>						
Sponsored community nurses		56			56	60
Inpatient services		850			850	692
Daycare services		106			106	94
Support costs		559	1		560	471
	3	1571	1	0	1572	1317
<u>Other expenditure</u>						
Trading subsidiary expenditure	2	708			708	621
Fundraising		213			213	148
Administration		252			252	209
	3	1173	0	0	1173	978
Total resources used		2744	1	0	2745	2295
<u>Net incoming(outgoing)resources</u>						
before transfers		-145	-1	-215	-361	68
Transfers between funds		0			0	0
Net incoming(outgoing)resources for the year		-145	-1	-215	-361	68
Other recognised gains & losses					0	0
Net movement in funds		-145	-1	-215	-361	68
Balances brought forward		2136	2691	1753	6580	6512
Balances carried forward		1991	2690	1538	6219	6580

None of the Group's activities was acquired or discontinued during the above two financial years.

The Group has no recognised gains or losses other than those dealt with above.

The deficit for the year for Companies Act purposes comprises the net outgoing resources for the year adjusted for gains (losses) on investments and was £100,000 (2001 - surplus £114,000).

The notes on pages 8 to 13 form part of these financial statements.



ST LUKE'S HOSPICE (HARROW & BRENT) LIMITED

**CONSOLIDATED AND CHARITY BALANCE SHEETS at 31st December 2002**

	Notes	Group <u>2002</u> £000	Group <u>2001</u> £000	Charity <u>2002</u> £000	Charity <u>2001</u> £000
Fixed assets					
Tangible assets	5	4536	4529	4463	4481
Investments	6	1551	1772	1551	1772
Current assets					
Debtors	7	404	93	371	90
Cash at bank & in hand	8	76	552	53	495
		480	645	424	585
Creditors: amounts falling due within one year	9	-343	-351	-274	-274
Net current assets		137	294	150	311
Creditors: amounts falling due after one year	10	-6	-15	-6	-15
Net assets		6218	6580	6158	6549
Unrestricted funds:					
Free funds - General reserve	12	218	374	158	343
Designated	12	1773	1762	1773	1762
Endowment funds	11 & 12	1538	1753	1538	1753
Restricted funds	12	2690	2691	2690	2691
Total funds		6219	6580	6159	6549

The notes on pages 8 to 13 form part of these financial statements.

The financial statements were approved by the Board on 27.1.03 and signed on its behalf by:-

J.A. Corner

T.P. Taylor

)  
) Directors  
)

**ST LUKE'S HOSPICE (HARROW & BRENT) LIMITED**

**CONSOLIDATED CASHFLOW STATEMENT for the year ended 31st December 2002**

	<u>2002</u>	<u>2001</u>
	£000	£000
<b>Net cash inflow from operating activities (Note 1)</b>	-391	469
<b>Returns on investments and servicing of finance</b>		
Interest	84	93
<b>Capital expenditure and financial investment</b>		
Investing activities	-40	-1801
Purchase of tangible fixed assets	-129	-88
Sale of tangible fixed assets	Nil	Nil
	<u>-476</u>	<u>-1889</u>
Opening cash balance	552	1879
Closing cash balance	<u>76</u>	<u>552</u>

**Note 1.Reconciliation of increase in resources to net cash inflow from operating activities**

Net movement in funds for the year	-360	68
Investment income	-84	-93
Market value decrease	260	46
Depreciation	122	110
Profit on disposal of fixed assets	Nil	Nil
Change in stocks	Nil	2
Change in debtors	-311	202
Change in creditors	-18	134
	<u>-391</u>	<u>469</u>

**Note 2.Reconciliation of net cash flow to movement in net funds**

	76	552
Cash outflow from decrease in lease financing	10	5
Finance leases	-25	-30
	<u>61</u>	<u>527</u>

	<u>01.01.02</u>	<u>Cashflow</u>	<u>31.12.02</u>
Net cash	552	-476	76
Cash at bank and in hand	-25	10	-15
Finance leases	<u>527</u>	<u>-466</u>	<u>61</u>

ST LUKE'S HOSPICE (HARROW & BRENT) LIMITED

NOTES TO THE FINANCIAL STATEMENTS for the year ended 31st December 2002

1. Accounting policies

1.1 Basis of accounting

The financial statements have been prepared under the historical cost convention, as modified by the inclusion of investments at market value, and in accordance with applicable accounting standards. In preparing the statements the charity follows best practice as set out in the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2000) issued in October 2000.

1.2 Taxation

No tax is payable due to the charitable status of the parent company and the covenant arrangement with the subsidiary company (see note 2).

1.3 Donated fixed assets

Fixed assets acquired by specific donation are shown where material.

1.5 Depreciation

Depreciation is provided as follows:-

Freehold properties	Nil
Leasehold properties	Straight line over term of lease.
Fixtures & equipment	20% straight line
Leased assets-Computers	The shorter of the useful economic life of the asset and the length of the lease.

Parent company equipment was depreciated at 100% until 31st December, 1998.

No depreciation is charged on freehold property as the Directors' policy is to maintain it to a high standard so as to extend its useful working life. Its service potential and value in use therefore remains undiminished.

1.5 Stocks

Stocks of purchased goods are not material and so are not valued.

No value is attributed to stocks of donated goods.

1.6 Pension costs

The Company does not operate its own pension fund but contributes to group personal pension plans.

Contributions payable to the plans are charged to the statement of financial activities in the period to which they relate.

1.7 Donations, legacies and similar incoming resources

Donations, legacies and similar incoming resources are included in the year in which they are receivable, which is when the charity becomes entitled to the resource. Donations include gross gift aid income.

1.8 Grants received

The grant included in the accounts for the year was from the Harrow & Hillingdon Healthcare Trust, was dealt with on a receivable basis, and was a contribution to running costs.

1.9 Hire purchase and leasing commitments

Assets obtained under finance leases are capitalised in the balance sheet and are depreciated as noted in 1.4 above.

The interest element of these obligations is charged in the statement of financial activities over the relevant period. The capital element of the future payments is treated as a liability.

1.10. Consolidated accounts

These financial statements consolidate the results of the charity and its wholly-owned subsidiary, St Luke's Hospice (Harrow & Brent) Charity Shops Limited, on a line by line basis. A separate statement of financial activities for the charity itself is not presented because the charity has taken advantage of the exemptions afforded by paragraph 34 of the SORP.

# **ST LUKE'S HOSPICE (HARROW & BRENT) LIMITED**

## **NOTES TO THE FINANCIAL STATEMENTS for the year ended 31st December 2002**

### **2. Income and expenditure of trading subsidiary**

The charity owns the whole ordinary share capital of St Luke's Hospice (Harrow & Brent) Charity Shops Limited, a company registered in England and Wales, which operates charity shops in support of the hospice appeal.

The subsidiary covenants not less than its taxable profits to the charity and also pays interest on loans.

A summary of its trading results is shown below. Audited accounts have been prepared in respect of its 2002 trading period which was the 52 weeks ended 28th December 2002.

	<u>2002</u>	<u>2001</u>
	£000	£000
Turnover	899	790
Income from Lottery	123	126
Total subsidiary income	<u>1022</u>	<u>916</u>
Cost of sale of purchased goods	17	17
Administration expenses	590	502
Lottery expenditure and prizes	101	102
Total subsidiary expenditure	<u>708</u>	<u>621</u>
Net income from trading subsidiary	<u>314</u>	<u>295</u>

### **3. Analysis of total resources used**

	Staff costs £000	Other £000	Deprec- iation £000	Total 2002 £000	Total 2001 £000
Direct charitable expenditure					
Sponsored community nurses (See note 4)		56		56	60
Inpatient services	614	197	39	850	692
Daycare costs	99	3	4	106	94
Support costs	390	122	47	559	471
	<u>1103</u>	<u>378</u>	<u>90</u>	<u>1571</u>	<u>1317</u>
Other costs					
Fundraising	140	73		213	148
Administration	181	62	9	252	209
	<u>321</u>	<u>135</u>	<u>9</u>	<u>465</u>	<u>357</u>

Support and administration costs have not been apportioned to clinical areas but represent the costs of running the hospice and its services as a whole.

Included in administration costs are audit fees £6008 (2001:£3055) and trustees' expenses £1385 (2001:£1434).

**ST LUKE'S HOSPICE (HARROW & BRENT) LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS for the year ended 31st December 2002**

4. Directors & employees	2002	2001
	£000	£000
Employee costs are analysed as follows:-		
Wages & salaries	1273	996
Social security costs	104	83
Pension costs	52	47
	<u>1429</u>	<u>1126</u>
Average number of employees (Full-time equivalents)	<u>54</u>	<u>47</u>

The employees are supported by unpaid volunteers. In addition, the Company receives the services of nurses who are employed by NHS Trusts, and reimburses all or part of the cost of those services to the employers. These nurses and their salary costs are not included in the employee information above.

None of the Directors receives any remuneration or benefits from the Company.

The emoluments of 1 employee (2001: 1) fell within the band £50,000 - £60,000. Employer's pension contributions to a money purchase scheme for this employee were £3640.

The number of staff for whom retirement benefits are accruing is:-

money purchase scheme: 13; defined benefit scheme: 19.

Funds have been used for the purchase of insurance to protect the charity from loss arising from possible negligence by its staff and volunteers. The cost of this insurance is paid as part of general insurance and is therefore unquantifiable.

**5. Tangible fixed assets**

	Freehold properties	Assets on finance lease	Leasehold properties	Equipment		Vehicles	Total
	Parent		Subsid	Parent	Subsid	Subsid	
	£000		£000	£000	£000	£000	£000
Cost							
Opening balance	4188	26	103	542	31	36	4926
Transfer							0
Additions	81		47		1		129
Disposals			-5				-5
Closing balance	<u>4269</u>	<u>26</u>	<u>145</u>	<u>542</u>	<u>32</u>	<u>36</u>	<u>5050</u>
Depreciation							
Opening balance		3	66	272	25	31	397
Charge for the year		9	19	90	3	1	122
Depreciation on disposal			-5				-5
Closing balance		<u>12</u>	<u>80</u>	<u>362</u>	<u>28</u>	<u>32</u>	<u>514</u>
Net book value							
2002	4269	14	65	180	4	4	4536
2001	<u>4188</u>	<u>23</u>	<u>37</u>	<u>270</u>	<u>6</u>	<u>5</u>	<u>4529</u>

No allocation of fixed assets between charity and other use has been made since this would involve arbitrary divisions of the cost of freehold properties.

**ST LUKE'S HOSPICE (HARROW & BRENT) LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS for the year ended 31st December 2002**

**6 Investments**

The hospice has holdings in COIF Income Units, CAF Income Units and Growth Units, and quoted securities.

Transactions during 2002 were as follows:-

	Value <u>1.1.02</u>	Invested <u>2002</u>	Income <u>reinvested</u>	Unrealised <u>profit/loss</u>	Value <u>31.12.02</u>
Endowment Fund: Permanent	166			-39	127
Endowment Fund: Expendable	1585		40	-216	1409
Endowment Funds: Total	<u>1751</u>	<u>0</u>	<u>40</u>	<u>-255</u>	<u>1536</u>
Unrestricted Fund	21			-6	15
	<u>1772</u>	<u>0</u>	<u>40</u>	<u>-261</u>	<u>1551</u>

**7. Debtors**

	Group <u>2002</u> £000	Group <u>2001</u> £000	Charity <u>2002</u> £000	Charity <u>2001</u> £000
Prepayments	41	39	6	4
General debtors	363	54	350	50
Amounts owed by group undertaking	Nil	Nil	15	36
	<u>404</u>	<u>93</u>	<u>371</u>	<u>90</u>

The amount due from the subsidiary company is repayable on demand and attracted interest of £40 (2001 - £249) in the year.

**8. Cash at bank & in hand**

CAFCASH deposit accounts	44	460	44	460
Bank accounts	32	92	9	35
	<u>76</u>	<u>552</u>	<u>53</u>	<u>495</u>

**9. Creditors: Amounts falling due within one year**

General creditors	120	143	90	106
Deferred income	171	168	132	128
Taxation and social security	43	32	43	32
Obligations under finance leases	9	8	9	8
	<u>343</u>	<u>351</u>	<u>274</u>	<u>274</u>

**10. Creditors: Amounts falling due after one year**

Obligations under finance leases				
Repayable one to two years	6	10	6	10
Repayable two to five years	Nil	5	Nil	5
	<u>6</u>	<u>15</u>	<u>6</u>	<u>15</u>

**ST LUKE'S HOSPICE (HARROW & BRENT) LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS for the year ended 31st December 2002**

**11. Endowment funds**

The late Mrs Alice Wisbey made a bequest to the Hospice with the instruction that the income therefrom should be applied for the comfort of the nursing staff.

The D.D.McPhail Charitable Settlement gave £150,000 to be added to the endowment fund. No instructions were given about income so this is applied for the general purposes of the charity.

	Opening balance	Income reinvested	Unrealised profit/loss	Closing balance
Wisbey fund:-				
Capital	15		-3	12
Income (held in cash)	2			2
No material part of the income was expended during the year.				
McPhail fund	151		-36	115
Permanent endowment	168		-39	129
Expendable endowment	1585	40	-216	1409
	1753	40	-255	1538

**12. Funds summary**

	Opening balance £000	Income/ transfer £000	Utilised £000	U/realised loss £000	Transfers £000	Closing balance £000
Unrestricted funds						
General reserve						
Charitable funds	343	1583	-2036	-6	274	158
Non-charitable trading funds	31	1022	-708		-285	60
Total free funds	374	2605	-2744	-6	-11	218
Designated funds						
Tangible fixed asset fund	0				1773	1773
The Grange Hospice Project	1762				-1762	0
	2136	2605	-2744	-6	0	1991
Endowment funds (See note 11)						
Permanent	168			-39		129
Expendable	1585	40		-216		1409
	1753	40	0	-255	0	1538
Restricted funds						
The Grange Hospice Project	2690					2690
Garden fund	1		-1			0
	2691	0	-1	0	0	2690
Total funds	6580	2645	-2745	-261	0	6219

The general reserve represents the free funds of the charity which are not designated for particular purposes.

The tangible asset fund has been set up to assist in identifying those funds that are not free funds and it represents the net book value of tangible fixed assets over and above the value of the restricted fund - the Grange Hospice Project.

The balance brought forward on the designated fund has been transferred to the tangible fixed asset fund.

The restricted fund - the Grange Hospice Project - represents donations, legacies, etc., received where the donors stipulated that the funds could be used only for the Grange building and equipment.

The balance brought forward on the garden fund has been spent and the fund has therefore been closed.

**ST LUKE'S HOSPICE (HARROW & BRENT) LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS for the year ended 31st December 2002**

13. Analysis of group net assets between funds

	Unrestricted		Endowment	Restricted	Totals	Totals
	Free funds	Designated			2002	2001
	£000	£000	£000	£000	£000	£000
Closing fund balances are represented by:-						
Tangible fixed assets	73	1773		2690	4536	4529
Investments & net current assets	145		1538		1683	2051
Net assets	218	1773	1538	2690	6219	6580

14. Capital commitments

	Group	Group	Charity	Charity
	<u>2002</u>	<u>2001</u>	<u>2002</u>	<u>2001</u>
	£000	£000	£000	£000
Expenditure contracted for but not provided in the financial statements	Nil	Nil	Nil	Nil

15. Status

The Company is limited by guarantee and does not have a share capital. The number of members registered is 24, each of whose liability in any winding up of the Company may not exceed £1.