

**ST. VINCENT'S HOSPITAL
(A Company Limited by Guarantee)**

**REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2014**

Registered Company No. 2721809 (England and Wales)
Registered Charity No. 1014889

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COMPANIES HOUSE

**haysmacintyre
Chartered Accountants
Registered Auditors
London**

ST. VINCENT'S HOSPITAL
REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2014

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ST. VINCENT'S HOSPITAL

LEGAL AND ADMINISTRATIVE DETAILS

FOR THE YEAR ENDED 31 MARCH 2014

The Directors act as trustees for the charitable activities of the company.

TRUSTEES AND DIRECTORS

Jacqueline Ann Scott (Chair)
Alan Joseph Edmondson
Geraldyn Wynne
Neville George Ransley
Fergal Gerard Davern
John Charles Steinitz

REGISTERED OFFICE

St. Vincent's Hospital
Wiltshire Lane
Eastcote
Pinner
Middlesex
HA5 2NB

CHARITY NUMBER

1014889

REGISTERED COMPANY NUMBER

2721809

BANKERS

Barclays Bank plc
54 High Street
Ruislip
Middlesex
HA4 7AT

AUDITORS

haysmacintyre
26 Red Lion Square
London WC1R 4AG

SOLICITORS

Stone King LLP
13 Queen Square
Bath
BA1 2HJ

INVESTMENT MANAGERS

Quilter Cheviot Limited
One Kingsway
London WC2B 6AN

ST. VINCENT'S HOSPITAL

TRUSTEES REPORT

FOR THE YEAR ENDED 31 MARCH 2014

The directors present their report along with the financial statements of the charitable company for the year ended 31 March 2014. The financial statements have been prepared in accordance with the accounting policies set out on pages 13 to 14 and comply with the charitable company's Memorandum and Articles, the Charities Act 2011 and the Statement of Recommended Practice: Accounting and Reporting by Charities 2005.

Structure, Governance and Management

The full name of the charitable company is St. Vincent's Hospital.

The charity is a company limited by guarantee and is governed by a Memorandum and Articles of Association. From time to time, in accordance with the Memorandum and Articles, the Board of Directors may by ordinary resolution change certain procedural aspects of the charitable company's conduct of business.

The charitable company is governed by its Members who delegate day to day managerial responsibility to a Board of Directors. There is no limit to the number of persons who can be members of the charitable company but two thirds of them must be Roman Catholics. The Board of Directors is limited to a maximum of twelve members including the Chair of the charitable company. At least two thirds of the directors must be Roman Catholics. No employee of the charitable company can be a director. All directors are also members of the charitable company.

The total number of directors at 31 March 2014 was six including the Chair. Directors are appointed by the Annual General Meeting for a period of two years. The Board of Directors can appoint directors to vacancies by affirmative resolution during the year. Any director so appointed must have the appointment confirmed by the next following Annual General Meeting.

Major decisions affecting the charitable company are made by the trustees at board meetings and are documented within the minutes of these meetings. The Matron and Company Secretary are responsible for implementing the policies and decisions of the trustees within the daily operation of the Home.

The Trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit, 'Charities and Public Benefit'.

The various sections of the report address the key components of public benefit and in particular how the activities and achievements of the charitable company meet the primary charitable object of the relief of sickness which is a specific charitable purpose as defined in the Charities Act 2011.

Objectives and Activities

The objects of the charitable company are detailed in its Memorandum of Association.

The charitable company's mission statement is to serve the health care of the disadvantaged, seen in the context of the whole person ministry to body, mind and spirit.

St Vincent's charitable purpose is to promote the relief of sickness by such charitable means as the charitable company shall from time to time think fit. Furtherance of the above object may be achieved, amongst other means, by the establishment and maintenance of residential, nursing or retirement home(s). The services offered by the Nursing Home that the charitable company operates in Eastcote, Pinner provides access to its services to a wide section of the general public and includes people from all ethnic, social and religious backgrounds. Furthermore the Home enables the charitable company to fulfil its objective of providing a high-class facility for residential or nursing cases at a competitive price where residents can live in a safe, secure environment which can cater for all their nursing, social and spiritual needs.

Public Benefit

St Vincent's admits residents funded through a variety of sources that includes private funding, NHS funding and Social Service funding or a combination of these. During the current financial year an average of 9 permanent beds

ST. VINCENT'S HOSPITAL

TRUSTEES REPORT (continued)

FOR THE YEAR ENDED 31 MARCH 2014

(2013: 12) out of a total capacity of 60 beds were occupied by residents where the room rate was being subsidised by the charitable company.

During the year a strategy has been developed to enable the charitable company to benefit a wider section of people within the local community who need assistance. Local needy residents have attended social day events and one such event was held during the year. The charitable company is planning to hold these events quarterly during the coming year. During the coming year a database of individuals needing respite care, but who could not ordinarily afford the fees, will be developed. These individuals will be offered respite care either for free or at subsidised rates according to their ability to pay. It is anticipated that this bed will be offered for up to 52 weeks per year. Several other projects that benefit the needy will also be given funds by the charitable company during the year.

Achievements in the year and future developments

Key achievements during the past twelve months within St Vincent's Nursing Home include:-

Clinical Care – Nursing and Care

Quality of care – Clinical Audit programme demonstrates high level of nursing care.

- Low Infection Rates as evidenced by a quarterly Infection Rate Audit which shows minimal rates of infection. From an average occupancy of 58.6, 22 residents developed chest infections and 2 residents were admitted to hospital with Bronchopneumonia.
- Implementation of The Infection Prevention Quality Improvement Tool achieved a score of 100%.
- Pressure Sore Audit revealed 3 cases of pressure area damage with 2 residents. They were Grade 1 & 2 sores, all acquired from hospital admissions.
- Medicines Management External Audit (Boots the Chemist) on behalf of Harrow PCT – resulted in no recommendations as good safe practice was in evidence.

Following a past review of our Medication procurement system, we now receive a service from two separate pharmacies. This has enhanced all aspects of the system i.e. ordering, receipt, and administration.

Revised Care Plans developed for End of Life Pathway. This reflects the ethos of the home and respects the wishes of the resident.

New Assessment booklet in use for respite care admissions.

New Assessment booklet in use for permanent admissions

Phlebotomy Competency Assessors are in place and a team of clinical staff who undertake phlebotomy to ensure a quality service for our residents.

We are now part of the national Gold Standard Framework group.

Resident Involvement in Home activities

Thriving gardening club where residents are able to use a greenhouse and raised beds for planting.

Wide range of social activities, including weekends, with increased volunteer support for weekday activities.

Activity team now cover week ends and evening shifts

Residents are able to attend frequent outside trips i.e. canal trips, Kew Gardens due to the increase in number of activity helpers.

Regular program of visiting entertainers provide excellent variety for residents.

Housekeeping Services

This area is a pivotal part of the Prevention and Control of Infection team.

Rosters are constantly revised to reflect the changing needs of the home.

ST. VINCENT'S HOSPITAL

TRUSTEES REPORT (continued)

FOR THE YEAR ENDED 31 MARCH 2014

Personnel and training programme

Very low staff turnover rate amongst permanent staff.

A comprehensive annual appraisal programme is in place for all staff.

NVQ II training has been undertaken by many of the domestic workforce to ensure that quality standards are maintained.

Over 80% of Care Assistants are educated to NVQ II level or above.

A bank staff list has been developed to ensure that there is more than adequate coverage of staff for sickness and holiday relief meaning that no agency staff were employed during the year.

All staff are encouraged to participate in training and development programmes that are linked to the appraisal process.

In house training is on-going within the kitchen to develop and enhance staff cooking skills.

Regular training is provided on safe food handling for the catering staff within the home.

We have established a dedicated training team within the home to undertake Safeguarding of Vulnerable Adults (SOVA) training sessions which ensures St. Vincent's meets the national requirements and residents are protected.

The Safer Food Better Business (SFBB) process has been implemented to fulfil Environmental Health requirements.

The Housekeeper and her deputy are designated COSHH trainers.

Annual mandatory training in fire, moving and handling, SOVA and health and safety is a key requirement for staff at St. Vincent's.

The Premises Manager undertakes the training role for health and safety within the home and is supported by an external health and safety risk management consultant contracted to St. Vincent's.

A small designated team of staff have completed training to become moving and handling trainers within the Home.

Business Continuity

The Management team have developed business continuity plans to protect residents and staff and some examples include:

- Comprehensive Business Continuity and Emergency document widely available.
- Pandemic flu plan - also utilised and adapted to support any emergency situation i.e. snow/train strike.
- Generator in place to protect against power loss.
- Legionella water programme.
- Personnel lists available to replace essential staff at times of emergency.

We have installed a secure gated fence around the perimeter of the garden to enhance resident safety.

The Premises Manager maintains service contracts for all major pieces of equipment and this is monitored within the maintenance programme.

Care Quality Commission(CQC)/Social Services inspection reports/Environmental Health

An unannounced CQC inspection took place in October 2013. The Home is compliant against all the inspected standards.

Hillingdon, Barnet and Buckinghamshire Social Services have all undertaken individual reviews on specific residents. Following these visits there were no recommendations made, but definite acknowledgement of our good practice.

ST. VINCENT'S HOSPITAL

TRUSTEES REPORT (continued)

FOR THE YEAR ENDED 31 MARCH 2014

Regular quality monitoring visits are carried out by the Trustees. Residents and staff are able to communicate freely their observations and comments regularly received include "we are very happy and have no worries and are glad to be living at St Vincent's", "really well run and caring home"

The latest Environmental Health Inspection awarded the kitchen a five star rating signifying an excellent level of legal compliance. The continued employment of a hotel services consultant during the year again proved significant in maintaining standards within this area of operation.

Administration

Marketing of the Home is maintained at a level that ensures an active waiting list for places is maintained.

Extensive electronic storage of data ensures the management team are able to access a wide range of data via the Home's computer network.

Comprehensive IT back up programme includes daily and weekly back-ups that are stored off site to minimise risk.

Public Benefit process in place and widely advertised.

Estates Management

Investment in the grounds and gardens of the Home is on-going to ensure a continuing rise in the standards of appearance.

Programme of investment in place to ensure standards of safety and comfort are under constant review.

There is an on call rota in place for the premises management team to ensure 24/7 coverage.

Staff rosters ensure adequate cover is maintained in instances of long term sickness.

The Home operated at near full capacity for the financial year and achieved an average occupancy level of 58.6 (97.7%) which the trustees regard as a first class achievement.

In June 2013 the trustees of the charitable company again conducted a customer satisfaction survey amongst residents, their relatives and visitors as part of the on-going process of measuring the success of the Home and the results of the survey were again exceptional. A total of 37 areas of service delivery were surveyed across nursing and care, domestic services, premises management, catering and administration and all 37 categories achieved a rating of good to excellent. The trustees are committed to ensuring high levels of resident satisfaction and will continue to monitor service levels with a view to ensuring the high standards being achieved are maintained.

The on-going strategy remains to maximise occupancy levels at the Home to enable the charitable company to meet the financial objectives established by the Trustees. A full planning application for a 16 bedded extension to the Home was submitted by the charitable company's professional advisors to the London Borough of Hillingdon in October 2013. The planning application was approved in April 2014 and the trustees are currently considering how to proceed with the proposed extension.

Review of the Financial Position

Total incoming resources at £3,024,127 (2013: £2,980,739) are £43,388 up on the previous year. Donations and bequests for the year totalled £4,313 (2013: £1,035). There were no legacies received during the year. Resident fees at £2,955,499 (2013: £2,910,560) are £44,939 higher than the previous year and were achieved with an average occupancy of 58.6 (2013: 58.3) residents. Average income per resident per day was £138.18 (2013: £136.78) an increase of 1.0% on the previous year. Investment income and bank interest at £12,120 (2013: £16,230) is £4,110 lower than the previous year and reflects the difficulties experienced within the financial markets. Rental income for the year totalled £50,263 (2013: £51,253) a decrease of £990 on the previous year. This was again due to a decrease in the revenue from the communications tower sited on the charitable company's premises.

ST. VINCENT'S HOSPITAL

TRUSTEES REPORT (continued)

FOR THE YEAR ENDED 31 MARCH 2014

Total resources expended are £2,742,032 compared to £2,710,486 in 2013. The cost of generating funds was £131,636 (2013: £132,589). Interest paid on the charitable company's loan with Barclays Bank fell by £8,441 from £127,331 in 2013 to £118,890 in the current financial year reflecting an on-going reduction in borrowings and £12,246 (2013: £4,758) was paid to Quilter Cheviot Ltd for investment management fees. This higher level of investment management fees was incurred due to the increase in the charitable company's investment portfolio from £299,052 in 2013 to £761,814 in 2014. Expenditure on charitable activities during the year increased by £32,484 to £2,595,982 (2013: £2,563,498). This expenditure includes staff costs at £1,795,362 (2013: £1,758,811) an increase of £36,551 on the previous year. A wage rise of 1.0% was awarded to staff from 1st April 2013 and average staff levels were 82, the same as the previous year.

Net incoming resources for the year were £282,095 (2013: £270,253) and this amount exceeded budget projections by some margin.

The financial achievement for 2014 was an outstanding performance that further strengthened the financial position of the charitable company. Trading performance in the current financial year continues ahead of budget and indications are for another very successful year. The charitable company has to date suffered little effect from the recessionary climate affecting the economy in general by keeping a tight rein on costs and by taking measures to ensure the demand for places at the Home remains at a high level. The trustees of the charitable company are confident that the current build up of reserves and a continuing proactive management style will ensure that the charitable company is well placed to combat any downturn in income it may face in the future as a result of current economic conditions.

Reserves Policy

The trustees have examined the requirement for free reserves i.e. those unrestricted funds not invested in tangible fixed assets, designated for specific purposes or otherwise committed. It is the policy of the charitable company to maintain free reserves at a level that will provide sufficient flexibility to cover temporary shortfalls in incoming resources, for example due to timing differences in income flows, adequate working capital to cover core costs and to allow the charitable company to cope with and respond to unforeseen emergencies whilst specific action plans are implemented. At 31 March 2014 free reserves were £517k (2013: £751k).

Designated funds have been set aside to help fund future public benefit provision and to create a building reserve fund. The purpose of the public benefit reserve is to subsidise the fees of residents, existing and future, who would otherwise be unable to afford the fee rates. The building reserve fund has been set aside to ensure funds are available when major repairs are needed to the Nursing Home (see also note 16.).

A portfolio of investments (see note 10.) has been established to provide for the long term sustainability of the charitable company. In unforeseen circumstances amounts will be transferred from this fund to bolster free reserves. The trustees are also aware of the current very difficult economic climate that continues to exist and any fall in resident numbers over the next 12 months would dramatically alter the financial position. Furthermore it is difficult to quantify the number of residents who will run out of funds and experience difficulty in meeting their fees in full and for how long their fees will need to be subsidised. The trustees are therefore committed to a prudent reserves policy which is kept under constant review. The trustees do not consider that at the present time there is any over provision of reserves.

Investment Policy

The charitable company has a portfolio of investment bonds and equities managed by Quilter Cheviot Ltd with a market value at 31 March 2014 of £762k (2013: £299k). The portfolio is managed within specific guidelines that are set and regularly reviewed by the charitable company.

Risk Assessment

Since the opening of the Home, risk assessments have been carried out on a regular basis in all aspects of the Home and reported to the Trustees at their regular meetings. All risk assessments are fully documented. The Trustees are satisfied with the results of the risk assessments performed throughout 2013/2014 and recognise that risk assessment is an on-going process requiring regular monitoring. The trustees are confident that no major risks

ST. VINCENT'S HOSPITAL

TRUSTEES REPORT (continued)

FOR THE YEAR ENDED 31 MARCH 2014

exist that could threaten the future viability of the charitable company and that they have taken all action possible to mitigate those risks that do exist.

During the past year the charitable company has been successful in achieving a near to full occupancy level as a result of extensive local marketing as well as recommendations from within the local area. A waiting list has been maintained which ensures that vacancies are quickly filled thus maintaining occupancy levels as well as financial stability.

Operational risk assessment covers all matters required to comply with the Home's registration as a Care Home whilst financial risk assessment includes comprehensive forecasting to ensure the long-term sustainability of the charitable company and the minimisation of those financial risks that are particularly commonplace in a period of global and national economic uncertainty.

Statement of trustees' responsibilities

The trustees (who are also directors of St. Vincent's Hospital for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable UK Accounting standards 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 presume that the charitable company will continue in business.

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

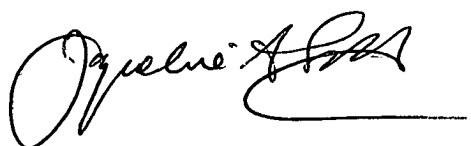
In so far as we are aware:

- There is no relevant audit information of which the charitable company's auditor is unaware; and
- The trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

Finally, haysmacintyre offer themselves for re-election as auditors to the charitable company in accordance with the Companies Act 2006.

By order of the Trustees:-

J A Scott
Director
21 August 2014



ST. VINCENT'S HOSPITAL

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF ST. VINCENT'S HOSPITAL

FOR THE YEAR ENDED 31 MARCH 2014

We have audited the financial statements of St. Vincent's Hospital for the year ended 31 March 2014 which comprise the Statement of Financial Activities, the Balance Sheet, 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 Auditors' Report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members, as a body, for our audit work, for this report, or for the opinion we have formed.

Respective responsibilities of trustees and auditor

As explained more fully in the Trustees' Responsibilities Statement set out on page 7, 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.

Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2014 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Trustees' 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:

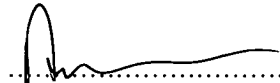
- the charitable company has not kept adequate and sufficient accounting records, or returns adequate for our audit have not been received from branches not visited by us; or
- the charitable company financial statements are not in agreement with the accounting records and returns; or

ST. VINCENT'S HOSPITAL

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF ST. VINCENT'S HOSPITAL (continued)

FOR THE YEAR ENDED 31 MARCH 2014

- 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.
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption in preparing the Trustees' Annual Report.



.....
Adam Halsey (Senior Statutory Auditor)
for and on behalf of haysmacintyre
Chartered Accountants and Statutory Auditors

Red Lion Square
London WC1R 4AG

21 AUGUST 2014

ST. VINCENT'S HOSPITAL
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2014

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2014 £	Total 2013 £
INCOME AND EXPENDITURE					
Incoming resources					
Incoming resources from generated funds:					
Voluntary income:					
Donations and bequests	2	4,313	-	4,313	1,035
Charitable activity					
Residents fees	3	2,955,499	-	2,955,499	2,910,560
Fundraising		1,650	-	1,650	1,632
Activities for generating funds					
Investment income and bank interest		12,120	-	12,120	16,230
Rental income		50,263	-	50,263	51,253
Other income		282	-	282	29
Total Incoming Resources		<u>3,024,127</u>	<u>-</u>	<u>3,024,127</u>	<u>2,980,739</u>
RESOURCES EXPENDED					
Cost of Generating Funds	4	131,636	-	131,636	132,589
Charitable activities	5	2,595,982	-	2,595,982	2,563,498
Governance	6	14,414	-	14,414	14,399
Total Resources Expended	7	<u>2,742,032</u>	<u>-</u>	<u>2,742,032</u>	<u>2,710,486</u>
Net incoming resources		282,095	-	282,095	270,253
Realised/unrealised gains/(losses) on investments		(12,148)	-	(12,148)	18,628
Net movement in funds		<u>269,947</u>	<u>-</u>	<u>269,947</u>	<u>288,881</u>
Balances brought forward at 1 April 2013		8,014,312	-	8,014,312	7,725,431
Balances carried forward at 31 March 2014		<u><u>£8,284,259</u></u>	<u><u>£ -</u></u>	<u><u>£8,284,259</u></u>	<u><u>£8,014,312</u></u>

All recognised gains and losses for the year have been included in the Statement of Financial Activities.

All results are derived from continuing activities.

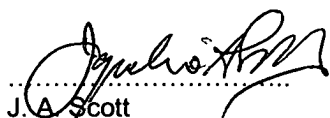
ST. VINCENT'S HOSPITAL

BALANCE SHEET

AT 31 MARCH 2014

	Notes	£	2014 £	£	2013 £
FIXED ASSETS					
Tangible assets	9		8,379,169		8,553,112
Investments	10		761,814		299,052
			<u>9,140,983</u>		<u>8,852,164</u>
CURRENT ASSETS					
Debtors	11	37,074		39,336	
Cash at bank and in hand		1,063,222		1,250,481	
			<u>1,100,296</u>	<u>1,289,817</u>	
CREDITORS: amounts falling due within one year	12	(364,689)		(362,746)	
				<u></u>	
NET CURRENT ASSETS			735,607		927,071
CREDITORS: amounts due after one year	13		(1,592,331)		(1,764,923)
			<u></u>	<u></u>	
NET ASSETS			<u>£8,284,259</u>		<u>£8,014,312</u>
ACCUMULATED FUNDS					
Unrestricted:	15				
General			8,065,635		7,838,008
Designated			218,624		176,304
			<u>£8,284,259</u>		<u>£8,014,312</u>

The financial statements were approved and authorised for issue by the Trustees on 21 August 2014 and were signed below on its behalf by:


J. A. Scott


N. G. Ransley

ST. VINCENT'S HOSPITAL

CASH FLOW STATEMENT

FOR THE YEAR ENDED 31 MARCH 2014

	2014		2013	
	£	£	£	£
Net cash inflow from operating activities		409,639		376,326
Returns on investment and servicing of finance				
Investment income receipts	12,120		16,230	
Finance costs paid	(118,890)		(127,331)	
		(106,770)		(111,101)
Capital expenditure				
Payment for tangible fixed assets		(16,221)		(47,302)
Purchase of Investments		(576,290)		(108,291)
Sale of Investments		101,380		80,567
Loss on disposal of assets		1,003		1,829
Increase/(decrease) in cash in the year		<u>(£187,259)</u>		<u>£192,028</u>

Notes to the Cash Flow Statement

Note 1.

Reconciliation of net incoming/(outgoing) resources from operating activities

	2014	2013
	£	£
Net incoming resources	282,095	270,253
Investment income	(12,120)	(16,230)
Interest payable	118,890	127,331
Depreciation charges	189,161	188,703
Decrease in stocks	-	6,783
Decrease/(Increase) in debtors	2,262	(67,364)
(Decrease) in creditors	(170,649)	(133,150)
	<u>£409,639</u>	<u>£376,326</u>

Note 2

Analysis of changes in net cash resources

	At	Cash	At
	1 April 2013	Flows	31 March 2014
	£	£	£
Cash at bank	<u>1,250,481</u>	<u>(187,259)</u>	<u>1,063,222</u>

1. ACCOUNTING POLICIES

Accounting Basis and Standards

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties, and in accordance with applicable accounting standards and the Statement of Recommended Practice (Accounting and Reporting by Charities) issued in March 2005 and the Companies Act 2006.

Statement of Financial Activities

As permitted by the Companies Act 2006, a Statement of Financial Activities has been prepared in place of a Profit and Loss Account, as the trustees consider that this is more appropriate to the charitable activities of the company.

Income

Income is accounted for on a receivable basis with income received in advance deferred to the accounting period to which it relates.

Expenditure

All expenditure is accounted for on the accrual basis and has been classified under headings that aggregate all costs related to the category. Governance costs are those incurred in connection with compliance with constitutional and statutory requirements of the charitable company.

Taxation

The charitable company is not liable to corporation tax on its charitable income or capital gains by virtue of its charitable status.

Fixed Assets

Any expenditure on the acquisition or installation of fixed assets is capitalised.

All receipts of fixed assets by way of donation to the charitable company are capitalised.

Depreciation

Depreciation on fixed assets is provided at rates estimated to write off the cost or re-valued amounts less estimated residual value of each asset over its expected useful life as follows:-

Freehold land	Nil
Buildings	2% p.a. straight line
Computer equipment	25% p.a. straight line
Fixtures and fittings	10% to 20% p.a. straight line
Motor Vehicles	20% reducing balance

Depreciation of fixtures, fittings, computer equipment and motor vehicles is charged for a full year in the year of purchase but no depreciation is charged in the year of disposal.

Investments

The charitable company's listed investments are included in the financial statements at market value.

Stock

Stock is stated at the lower of cost and net realisable value.

Pension Scheme Arrangements

The charitable company has established a defined contribution pension scheme. The charitable company contributes 3% of pensionable salary for eligible employees.

ST. VINCENT'S HOSPITAL

NOTES TO THE FINANCIAL STATEMENTS (continued)

YEAR ENDED 31 MARCH 2014

1. ACCOUNTING POLICIES (continued)

Basis of Allocation of Costs

Costs which can be clearly identified as either direct charitable expenditure in relation to the objects of the charitable company or cost of generating funds and governance have been classified under the appropriate heading. All other costs have been apportioned between direct charitable expenditure and cost of generating funds and governance on an appropriate basis determined by the trustees.

2. DONATIONS AND BEQUESTS

	Unrestricted Funds £	Restricted Funds £	Total 2014 £	Total 2013 £
Legacies received	-	-	-	-
Others	4,313	-	4,313	1,035
	<u>£4,313</u>	<u>£-</u>	<u>£4,313</u>	<u>£1,035</u>

3. RESIDENTS FEES

	2014 £	2013 £
Total Fees	2,993,735	2,955,954
less Public Benefit	(38,236)	(45,394)
Per accounts	<u>£2,955,499</u>	<u>£2,910,560</u>

4. RESOURCES EXPENDED – COST OF GENERATING FUNDS

	Unrestricted Funds £	Restricted Funds £	Total 2014 £	Total 2013 £
Staff costs	500	-	500	500
Interest payable	118,890	-	118,890	127,331
Investment managers' fees	12,246	-	12,246	4,758
	<u>£131,636</u>	<u>£-</u>	<u>£131,636</u>	<u>£132,589</u>

5. RESOURCES EXPENDED CHARITABLE ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total 2014 £	Total 2013 £
Staff costs	1,795,362	-	1,795,362	1,758,811
Consultancy fees	14,962	-	14,962	15,020
Repairs and maintenance	123,259	-	123,259	93,086
Provisions	113,173	-	113,173	122,111
Utilities and rates	74,753	-	74,753	67,325
Legal and professional	39,746	-	39,746	70,217
Medical	30,987	-	30,987	26,647
Laundry	13,660	-	13,660	14,318
Travel	6,141	-	6,141	5,197
Training	14,622	-	14,622	13,417
Insurance	23,586	-	23,586	23,451
Registration fees and other subscriptions	9,759	-	9,759	9,287
Other costs	145,808	-	145,808	154,079
Depreciation	189,161	-	189,161	188,703
Loss on disposal of fixed assets	1,003	-	1,003	1,829
	<u>£2,595,982</u>	<u>£-</u>	<u>£2,595,982</u>	<u>£2,563,498</u>

ST. VINCENT'S HOSPITAL

NOTES TO THE FINANCIAL STATEMENTS (continued)

YEAR ENDED 31 MARCH 2014

6. RESOURCES EXPENDED GOVERNANCE		Unrestricted Funds £	Restricted Funds £	Total 2014 £	Total 2013 £
Staff costs		5,226	-	5,226	5,151
Auditors fees (including VAT)		8,260	-	8,260	8,320
Insurance		928	-	928	928
		<u>£14,414</u>	<u>£-</u>	<u>£14,414</u>	<u>£14,399</u>
7. TOTAL RESOURCES EXPENDED	Staff Costs £	Other Costs £	Depreciation £	Total 2014 £	Total 2013 £
Cost of generating funds	500	131,136	-	131,636	132,589
Charitable expenditure	1,795,362	611,459	189,161	2,595,982	2,563,498
Governance	5,226	9,188	-	14,414	14,399
	<u>£1,801,088</u>	<u>£751,783</u>	<u>£189,161</u>	<u>£2,742,032</u>	<u>£2,710,486</u>
				2014 £	2013 £
Staff costs					
Wages and salaries				1,665,298	1,636,115
Social security costs				123,295	118,294
Pension contributions				12,495	10,053
				<u>£1,801,088</u>	<u>£1,764,462</u>
Other costs					
Consultancy fees				14,962	15,020
Repairs and maintenance				123,259	93,086
Provisions				113,173	122,111
Utilities and rates				74,753	67,325
Legal and professional fees				39,746	70,217
Medical				30,987	26,647
Laundry				13,660	14,318
Travel & Vehicle				6,141	5,197
Training				14,622	13,417
Insurances				24,514	24,379
Registration fees and other subscriptions				9,759	9,287
Other				145,808	154,079
Audit fees and financial advice				8,260	8,320
Interest payable				118,890	127,331
Investment managers' fees				12,246	4,758
Loss on disposal of fixed assets				1,003	1,829
				<u>£751,783</u>	<u>£757,321</u>

The average number of full time equivalent employees during the year was 82 (2013: 82)
No employee earned £60,000 per annum or more in this year or the previous year.

ST. VINCENT'S HOSPITAL

NOTES TO THE FINANCIAL STATEMENTS (continued)

YEAR ENDED 31 MARCH 2014

7. TOTAL RESOURCES EXPENDED (continued)

	2014 Number	2013 Number
The average number of employees, analysed by function was:		
Nursing Home staff	74	73
Premises	3	4
Administration and support	5	5
	<u>82</u>	<u>82</u>

8. NET OUTGOING RESOURCES FOR THE YEAR

	2014 £	2013 £
This is stated after charging:		
Auditors' remuneration:		
Annual audit	<u>8,260</u>	<u>8,320</u>

9. TANGIBLE ASSETS

	Motor vehicles £	Freehold land £	Buildings £	Fixtures, fittings and office equipment £	Total £
Cost or valuation					
As at 1 April 2013	33,900	2,132,741	7,266,337	367,688	9,800,666
Additions	-	-	-	16,221	16,221
Disposals	-	-	-	(5,016)	(5,016)
At 31 March 2014	<u>33,900</u>	<u>2,132,741</u>	<u>7,266,337</u>	<u>378,893</u>	<u>9,811,871</u>
Depreciation					
As at 1 April 2013	22,791	-	988,437	236,326	1,247,554
Charge for year	2,222	-	145,327	41,612	189,161
Eliminated on disposal	-	-	-	(4,013)	(4,013)
At 31 March 2014	<u>25,013</u>	<u>-</u>	<u>1,133,764</u>	<u>273,925</u>	<u>1,432,702</u>
Net book value					
At 31 March 2014	<u>£8,887</u>	<u>£2,132,741</u>	<u>£6,132,573</u>	<u>£104,968</u>	<u>£8,379,169</u>
At 31 March 2013	<u>£11,109</u>	<u>£2,132,741</u>	<u>£6,277,900</u>	<u>£131,362</u>	<u>£8,553,112</u>

Substantially all fixed assets held during the year were for direct charitable purposes. The value of the retained freehold land, on which the Nursing Home has been constructed, was estimated as 50% of the book valuation of that part of the site. This book valuation was originally determined by Chartered Surveyors in September 1998 on a depreciated cost basis.

The charitable company has also entered into a 5 year leasing agreement for a photocopier expiring on 15 May 2016 at an annual cost of £1,642.

ST. VINCENT'S HOSPITAL

NOTES TO THE FINANCIAL STATEMENTS (continued)

YEAR ENDED 31 MARCH 2014

10. INVESTMENTS	2014	2013
	£	£
Fidelity Funds Global Inflation LKD BD A	69,595	77,894
M&G Investment Man. Ltd Corporate BD A	-	26,221
Ferox Capital Mgmt. Salar C1 INC NAV	-	28,120
Co-Operative Bank 5.125% SNR MTN	-	52,580
GCP Infrastructure Investments Ltd	50,164	-
UK Government 0.125% Index Linked Gilt	43,336	-
Blackrock Fund Managers	40,037	-
NB Global Floating Rate Inc FD Ltd	39,740	-
Investments each totalling less than 5% of overall total	518,942	114,237
	<hr/>	<hr/>
Balance at 31 March 2014	£761,814	£299,052
	<hr/>	<hr/>
Historical cost of listed investments	£758,156	£283,146
	<hr/>	<hr/>
Value brought forward as at 1 April 2013	299,052	252,700
Additions	576,290	108,291
Disposals	(101,380)	(80,567)
Unrealised (Losses)/Gains	(12,148)	18,628
	<hr/>	<hr/>
Balance at 31 March 2014	£761,814	£299,052
	<hr/>	<hr/>
11. DEBTORS	2014	2013
	£	£
Trade debtors	21,454	23,412
Prepayments and accrued income	15,620	15,924
	<hr/>	<hr/>
	£37,074	£39,336
	<hr/>	<hr/>
12. CREDITORS: amounts falling due within one year	2014	2013
	£	£
Trade creditors	51,658	66,139
Taxation and social security	28,892	28,330
Accruals and deferred income	111,548	107,307
Bank loan (secured)	172,591	160,970
	<hr/>	<hr/>
	£364,689	£362,746
	<hr/>	<hr/>

ST. VINCENT'S HOSPITAL

NOTES TO THE FINANCIAL STATEMENTS (continued)

YEAR ENDED 31 MARCH 2014

13. CREDITORS: amounts falling due after more than one year	2014 £	2013 £
Bank loan (secured)		
Amounts due 1 - 2 years	379,553	356,237
Amounts due 2 – 5 years	668,035	627,340
Amounts due after five years	544,743	781,346
	<u>£1,592,331</u>	<u>£1,764,923</u>

The loan is secured on the charitable company. Interest is due at 6.36% and repayment by May 2022.

14. ACCUMULATED FUNDS	Unrestricted £	Restricted £	Total £
Balance at 1 April 2013	8,014,312	-	8,014,312
Net movement in funds	269,947	-	269,947
Balance at 31 March 2014	<u>£8,284,259</u>	<u>£ -</u>	<u>£8,284,259</u>

15. ANALYSIS OF NET ASSETS BETWEEN FUNDS	Unrestricted Funds £	Restricted Funds £	Total Funds £
Tangible Fixed Assets	8,379,169	-	8,379,169
Investments	761,814	-	761,814
Net Current Assets	735,607	-	735,607
Amount due after one year	(1,592,331)	-	(1,592,331)
	<u>£8,284,259</u>	<u>£ -</u>	<u>£8,284,259</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds £
Unrealised amounts included above:			
At 1 April 2013	<u>£1,878,514</u>	<u>£ -</u>	<u>£1,878,514</u>
At 31 March 2014	<u>£1,870,875</u>	<u>£ -</u>	<u>£1,870,875</u>

16. UNRESTRICTED FUNDS

	As at 1 April 2013 £	Transfers £	Incoming Resources £	Resources Expended £	Unrealised Losses on Investments £	As at 31 March 2014 £
General	7,838,008	(10,000)	2,991,807	2,742,032	12,148	8,065,635
Designated:						
Public Benefit Reserve	101,304	-	32,320	-	-	133,624
Building Reserve	75,000	10,000		-	-	85,000
	<u>£8,014,312</u>	<u>£-</u>	<u>£3,024,127</u>	<u>£2,742,032</u>	<u>£12,148</u>	<u>£8,284,259</u>

Designated Reserves:

Public Benefit Reserve

The Trustees budgeted £72,000 for the year (2013: £72,000) for the purposes of providing subsidised rates to residents who would otherwise be unable to afford the resident fees. During the year only £39,680 (2013: £45,394) of assistance was provided and therefore the remaining balance of £32,320 has been added to the designated fund available in future years to continue to provide such assistance.

Building Reserve

Due to the fact that the main asset of the charitable company is St. Vincent's Nursing Home the Trustees set up a building reserve fund. The Trustees have reviewed this fund and increased it by £10,000 to a total of £85,000 at 31st March 2014. The fund will be reviewed on an annual basis and further sums will be set aside as the age of the building increases.

17. MEMBER'S LIABILITY

At 31 March 2014 the number of members was 8 (2013: 8) and their liability in the event of the winding up of the charitable company is limited to £1 per member.

18. PENSION SCHEME

The charitable company operates a group personal pension scheme with defined contributions. During the year the charitable company contributed £12,495 (2013: £10,053) and at the year end £Nil (2013: £Nil) was outstanding.

19. CONNECTED CHARITIES

The charitable company has no connected charities.

20. TRUSTEE'S REMUNERATION AND BENEFITS

The trustees did not receive any remuneration or benefits during the year. One (2013: two) trustee was reimbursed expenses on charitable company business totalling £700 (2013: £2,314) in respect of telephone usage, travel or for other items purchased on behalf of the charitable company. The charitable company has taken out an insurance policy for trustees and officer's liability cover at an annual cost of £928 (2013: £928).

21. CAPITAL COMMITMENTS

There was no capital expenditure contracted for but not provided for in the accounts (2013: £Nil).