

# **Barchester Healthcare Foundation**

## **Trustees' report and financial statements**

**Year to 31 December 2006**

**Registered Company Number 4002177**

**Registered Charity Number 1083272**



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## **1 Reference and Administrative Information**

### **Constitution**

Barchester Healthcare Foundation ("the Foundation") is a company limited by guarantee and a registered charity governed by its memorandum and articles of association Company Number 4002177 Charity Number 1083272

### **Directors and trustees**

The directors of the charitable company ("the Charity") are its trustees for the purpose of charity law and throughout this report are collectively referred to as the Trustees

### **Trustees**

The Trustees, who are also the directors of the company, who held office during the year and subsequently were as follows -

#### **Elected Trustees**

Professor Malcolm Johnson	(resigned and appointed 8 December 2006)
Mrs Elizabeth Mills	(resigned and appointed 8 December 2006)
Mr Christopher P Vellenoweth	
Mrs Christine Hodgson	
Mr Michael D Parsons	
Mrs Janice Robinson	(appointed 10 March 2006)
Mr Nick Oulton	(appointed 9 June 2006)

#### **Registered Office**

Suite 201, The Chambers, Chelsea Harbour, London, SW10 0XF

#### **Auditors:**

KPMG LLP, Plym House, 3 Longbridge Road, Marsh Mills, Plymouth, PL6 8LT

#### **Bankers:**

Bayern LB, London Branch, Bavaria House, 13-14 Appold Street, London, EC2A 2NB

Barclays Bank plc, PO Box 378, 71 Grey Street, Newcastle upon Tyne, NE99 1JP

#### **Solicitors:**

Blythe Liggins, Edmund House, Rugby Road, Leamington Spa, CV32 6EL

## **2 Trustees' Report**

The Trustees, who are also the directors of the company for the purposes of company law, present their annual report and the audited financial statements for the year to 31 December 2006

### **Objectives**

The objective of the Charity is to make grants to individuals and organisations, which have identified health and social care needs in the community, which cannot be met by the statutory public sector, or by the individual(s). The Foundation's mission is to make a difference to the lives of older and disabled people, supporting practical solutions that lead to increased independence, self-sufficiency and dignity. These objectives have been refined over time and are no longer as comprehensive and far ranging as the original objectives registered with the Charity Commission.

### **Appointment of Trustees**

The Charity is governed by its memorandum and articles of association. Potential Trustees are nominated by one of the existing Trustees, seconded by another, followed by a vote of all Trustees. This vote is normally unanimous. Induction and training procedures for new Trustees is provided as required.

As prescribed in the Articles of Association, one third of the Directors/Trustees resigned at the AGM. Professor Malcolm Johnson and Mrs Elizabeth Mills. Both Trustees were re-appointed.

### **Organisational Structure**

The Foundation Trustees hold quarterly meetings. In the interim period, decisions on grant applications of up to £5,000 may be approved by several Trustees if the verdict is unanimous. The Foundation has two part-time administrators who work for the Barchester group and whose time is recharged to the Foundation.

### **Reserves Policy**

The Trustees review grants made, but not paid, and proposed grants at each meeting. This figure is deducted from current reserves to ensure that the remaining amount does not reduce to below £100,000. If funds were to remain below £100,000, with no prospect of further funds, the Trustees would meet to decide the future of the Charity. At the end of the year these funds totalled £46,000 (2005 £120,000).

The Charity was aware at the year-end that it was likely to receive a donation of £250,000 from Barchester Healthcare Limited in 2007. The first instalment of this donation, for £100,000, was paid on 3 March 2007. This has not been recognised in these financial statements as the amounts were not formally committed at the year end.

### **Grant making policy**

The Foundation can provide grants to individuals or organisations, ranging from £100 to £10,000. The focus is on adults over 18 living in England, Scotland and Wales. Applications are invited where older people and disabled adults have direct needs and can propose practical solutions. The Foundation can enable direct assistance to reach named individuals and small groups rather than make contributions to wider costs of organisations.

### **Review of Activities and Future Developments**

In 2006 the Foundation granted £224,604 (2005 £164,395) towards helping older and disabled people around Britain. 133 grants were awarded ranging from £67 up to £8,000 to support a wide range of projects, which included helping individuals, groups and organisations to fund specialist equipment, education, transport, activities and outings.

## **2 Trustees' Report (*continued*)**

### **Review of Activities and Future Developments (*continued*)**

The Foundation will continue to make grants to projects where the money can make a real difference to the beneficiaries. The Foundation continues to develop its website and a lot more information on its activities can be found on [www.bhcfoundation.org.uk](http://www.bhcfoundation.org.uk)

### **Risk Policy**

The major risks to which the Charity is exposed, as identified by the Trustees, have been reviewed and systems have been established to mitigate those risks

### **Auditors**

In accordance with section 384 of the Companies Act 1985, a resolution for the reappointment of KPMG LLP will be proposed at the forthcoming Annual General Meeting

By order of the board



18 October 2007

M D Parsons (*Chairman*)

Suite 201, The Chambers  
Chelsea Harbour  
London  
SW10 0XF

### **3 Statement of Trustees' Responsibilities in respect of the Trustees' Annual Report and the Financial Statements**

The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and regulations

Company law requires the Trustees to prepare financial statements for each financial year in accordance with UK accounting standards and applicable law (UK Generally Accepted Accounting Practice)

The financial statements are required by law to give a true and fair view of the state of affairs of the charitable company and of the excess of expenditure over income for that period

In preparing these financial statements, the Trustees are required to

- select suitable accounting policies and then apply them consistently,
- make judgements and estimates that are reasonable and prudent,
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements, and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue its activities

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 its financial statements comply with the Companies Act 1985. They have general responsibility for taking such steps as are reasonably open to them to safeguard the assets of the company and to prevent and detect fraud and other irregularities

#### **4 Independent auditors' report to the members of Barchester Healthcare Foundation**

We have audited the financial statements of Barchester Healthcare Foundation for the year ended 31 December 2006 which comprise the statement of financial activities including the income and expenditure account, the balance sheet and the related notes. These financial statements have been prepared under the accounting policies set out therein.

This report is made solely to the charitable company'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 charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members as a body, for our audit work, for this report, or for the opinions we have formed.

##### **Respective responsibilities of the Trustees and auditors**

The responsibilities of the charitable company's Trustees, who are also the directors of Barchester Healthcare Foundation for the purposes of company law, for preparing the financial statements in accordance with applicable law and UK Accounting Standards (UK Generally Accepted Accounting Practice) are set out in the statement of trustees' responsibilities on page 6.

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 Trustees' annual report is consistent with the financial statements. In addition we report to you if, in our opinion, 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 trustees' remuneration and other transactions is not disclosed.

We read the Trustees' annual report and consider the implications for our report if we become aware of any apparent misstatement 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 judgments made by the Trustees 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.

**4 Report of the independent auditors to the members of Barchester Healthcare Foundation (*continued*)**

**Opinion**

In our opinion

- The financial statements give a true and fair view, in accordance with UK Generally Accepted Accounting Practice, of the state of the charitable company's affairs as at 31 December 2006 and of the incoming resources and application of resources, including its income and expenditure, for the year then ended,
- The financial statements have been properly prepared in accordance with the Companies Act 1985, and
- the information given in the Trustees' Report is consistent with the financial statements

**KPMG LLP**

**22 October 2007**

**KPMG LLP**  
*Chartered Accountants*  
*Registered Auditor*



**5 Statement of Financial Activities (incorporating the Income and Expenditure Account) for the year to 31 December 2006**

	<i>Note</i>	<b>Year to 31 December 2006 Unrestricted reserves £'000</b>	<b>Year to 31 December 2005 Unrestricted reserves £'000</b>
<b>Incoming resources from generated funds</b>			
<i>Voluntary income</i>			
Donations, legacies and similar incoming resources	7 2	168	1
<i>Activities for generating funds</i>			
Investment income		4	10
<b>Total incoming resources</b>		<b>172</b>	<b>11</b>
<b>Charitable activities</b>			
Grants payable in furtherance of the charity's objectives	7 3	(242)	(175)
Governance costs	7 4	(4)	(3)
<b>Total resources expended</b>		<b>(246)</b>	<b>(178)</b>
<b>Net movement in unrestricted funds/net income for year</b>		<b>(74)</b>	<b>(167)</b>
Unrestricted fund balances b/fwd as at 1 January		120	287
<b>Unrestricted fund balances c/fwd as at 31 December</b>		<b>46</b>	<b>120</b>

All of the above results are derived from continuing activities. All gains and losses recognised in the year are included above. The deficit for the year for Companies Act purposes, comprising the net expenditure for the year, was £73,892 (2005 deficit £166,468).

**6 Balance Sheet as at 31 December 2006**

	<i>Note</i>	<b>2006</b> <b>£'000</b>	<b>2005</b> <b>£'000</b>
<b>Current Assets</b>			
Debtors	7 7	30	1
Cash at bank and in hand		<u>89</u>	<u>160</u>
		119	161
<b>Creditors: amounts falling due within one year</b>	7 8	(73)	(41)
<b>Net current assets and net assets</b>		<u>46</u>	<u>120</u>
<b>Funds:</b>			
<b>Unrestricted funds</b>		<u>46</u>	<u>120</u>

The financial statements on pages 9 to 16 were approved by the Trustees on 18 October 2007 and signed on their behalf by



M D Parsons (*Chairman*)

## **7 Notes forming part of the financial statements for the year to 31 December 2006**

### **7.1 Accounting Policies**

#### **a) Basis of Preparation**

The financial statements have been prepared under the historical cost convention. The financial statements have been prepared in accordance with the Statement of Recommended Practice (SORP), "Accounting and Reporting by Charities" (Revised 2005) and applicable accounting standards.

The statement of financial activities (incorporating the Income and Expenditure account) (SOFA), the balance sheet and the related notes constitute the financial statements of the charity.

The charity has availed itself of Paragraph 3 (3) of Schedule 4 of the Companies Act and adapted the Companies Act formats to reflect the special nature of the charity's activities.

Under Financial Reporting Standard 1 the charity is exempt from the requirement to prepare a cash flow statement on the grounds that it falls within the Companies Act definition of a small company.

#### **b) Taxation**

The Foundation is exempt from tax on its charitable activities.

#### **c) Company Status**

The charity is a company limited by guarantee. The members of the company are the Trustees named on page 3. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

#### **d) Incoming Resources**

All incoming resources are included in the SOFA when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

No amounts are included in the financial statements for services donated by volunteers or donated facilities.

#### **e) Resources Expended**

Grants are recognised as payable when approval has been given by the Trustees. All other expenditure is accounted for on an accruals basis.

#### **f) Investments**

The donations are invested in a bank deposit account immediately upon receipt.

## 7 Notes forming part of the financial statements for the year to 31 December 2006 (continued)

### 7.1 Accounting Policies (continued)

#### g) Finance and Operating Leases

No leases were entered into during the year or prior year

#### h) Fund Accounting

All the Charity's funds are unrestricted i.e. they are expendable at the discretion of the Trustees

#### i) Irrecoverable VAT

All resources expended are classified under activity headings that aggregate all costs relating to the category. Irrecoverable VAT is charged against the category of resources expended for which it was incurred

### 7.2 Donations, legacies and similar incoming resources

	Year to 31 December 2006 £'000	Year to 31 December 2005 £'000
Corporate donors	100	1
Private donors	64	-
Gift Aid	3	-
Refund of Grants paid	1	-
	<u>168</u>	<u>1</u>

### 7.3 Grants payable in furtherance of the Charity's objectives

	Year to 31 December 2006 £'000	Year to 31 December 2005 £'000
Grants payable	225	165
Support costs	17	10
	<u>242</u>	<u>175</u>

## 7 Notes forming part of the financial statements for the year to 31 December 2006 (continued)

### 7.3 Grants payable in furtherance of the Charity's objectives (continued)

#### a) Grants payable to individuals

59 grants totalling £78,254 were payable to individuals in the year. The purposes of these grants were for specialist equipment e.g. electric beds, electric wheelchairs, recliner chairs, bath lifts and scooters, computers, therapeutic installation, communication aids, counselling, holidays, educational grants, daily living aids such as washing machine, bed, mattress, home security and TV licence, help to attend sport events for disabled and house/garden adaptations for older people or adults with a physical or mental disability.

#### b) Grants under £1,000 payable to institutions and groups

There were 22 grants of under £1,000 payable for a total of £11,315 for specialist equipment, activities, exercise classes, transport and outings for day centres and clubs that cater for the elderly and disabled.

#### c) Grants over £1,000 payable to institutions and groups

There were 52 grants of £1,000 and over to institutions and groups, which totalled £135,035. Details are shown in full on pages 15 and 16.

### 7.4 Governance costs

	Year to 31 December 2006 £'000	Year to 31 December 2005 £'000
Audit fee	3	3
Other costs	-	-
	<u>3</u>	<u>3</u>

### 7.5 Trustees' remuneration

The trustees neither received nor waived any emoluments during the year. Trustees were reimbursed for out of pocket expenses. £520 was reimbursed for travel expenses and £29 for subsistence costs.

### 7.6 Staff costs

The charity had no employees during the current or prior year.

During the current year, Barchester Healthcare Homes Limited (part of the Barchester group) recharged the charity for the time of two part-time members of staff. The cost of these employees was £16,181.

**7 Notes forming part of the financial statements for the year to 31 December 2006 (continued)**

**7.7 Debtors**

	2006 £'000	2005 £'000
Other debtors	6	1
Prepayments and accrued income	24	-
	<u>30</u>	<u>1</u>

**7.8 Creditors: amounts falling due within one year**

	2006 £'000	2005 £'000
Accruals and deferred income	20	12
Other creditors	12	-
Grants payable	41	29
	<u>73</u>	<u>41</u>

**Grants payable**

	2006 £'000	2005 £'000
Grants b/fwd	29	16
Grants approved in year	225	165
Grants paid in year	(213)	(152)
Grants c/fwd	<u>41</u>	<u>29</u>

**7.9 Financial commitments**

At 31 December 2006 the charity had no annual commitments (2005 - £Nil)

## Grants payable in furtherance of the Charity's objectives

## Grants over £1,000 payable to institutions and groups

APPLICANT NAME	GRANT £	PURPOSE OF GRANT
Hope Park Trust – Smith Bequest, Perthshire	5,000	Contribution towards minibus to transport elderly people with dementia to and from Day Care Unit
Alzheimer's Support, Wiltshire	3,000	Outings, visits and activities and related transport for social club for older people with dementia
GB Disabled Ice Hockey Team	2,000	Ice hockey sticks for team participating in the Paralympics Games in Turin, March 2006
PAT Dogs, Kent	1,000	Equipment, training and transport for volunteer PAT dog owners who visit elderly people in the locality
Shopmobility Sheffield	1,200	10 self propelling wheelchairs for free loan service to the general public in Sheffield
Association of Veterans of Foreign Wars, London	4,000	Contribution towards minibus to support elderly and vulnerable people in the area
L&Q Supported Living Rainbow Project, Essex	2,000	Computer and associated equipment for sheltered scheme for the elderly
Unity Conductive Education, West Yorkshire	1,500	Specialist equipment for centre that provides Conductive Education for people with motor disorders
St John Ambulance, Northumberland	2,500	To take elderly clients to places of interest incl the theatre, leisure centres and National Trust properties
Full Circle, Oxfordshire	1,150	Equipment for intergenerational group that bring older people together with children
The Art House, Yorkshire	6,000	Part funding of mentoring fees for an integrated programme of helping six disabled people train and educate themselves to be able to find paid employment
Waterside Colour Circle Workshop, Cornwall	4,300	Fee for one professional artist to deliver a rolling programme of arts and crafts for disabled
Cotsworlds Staying Put	3,000	Part fund scheme to provide and install 400 home security packages to older, disabled and vulnerable home owners
The Loyne School, Lancashire	2,000	Potting shed, garden tools and equipment for students with learning disabilities in Further Education Unit
Lenton Care Link, Nottingham	2,000	Coach transport for outings and minibus transport to regular clubs for elderly clients
Vale Volunteers, Buckinghamshire	3,115	Equipment for garden and decorating Project that helps elderly and/or disabled households
Eycline Stockport Institute for the Blind, Cheshire	1,762	Chatterbox Pro Talking Scanner for use by visually impaired people at Resource Centre in Stockport
The HAND Partnership, Norwich	2,000	Mobility equipment for Hire/Loan Scheme, which assists people with disabilities in accessing affordable mobility equipment
Ravenshead Day Centre, Nottinghamshire	3,000	Mini break holidays for elderly and disabled people
Westminster Mind, London	2,221	Accommodation costs at Butlins Skegness for group of people with mental health problems
ASBAH, Cambridgeshire	2,500	Weekend event focusing on sport & leisure for people with Spina Bifida and Hydrocephalus
Southgate Homebound & Disabled Ass, London	1,000	Activities for disabled members in the local community
Blades Fencing Club, Kent	1,000	Equipment for project that teaches fencing to disabled people
Wayside Community Centre, London E5	1,900	2 day trips for group of elderly people to visit Legoland Windsor and Eastbourne
Threshold Women's Mental Health, Sussex	1,660	Initial assessments and crèche sessions as part of the counselling service to women with mental health difficulties in Brighton and Hove
Wellhouse Community Trust, Glasgow	2,500	Activities for the elderly
Westminster Arts, London	2,000	Materials and equipment for arts projects for the elderly people of Westminster
The Caludon Centre, Coventry	1,000	Recreational facilities for in-patients and out patients that have a mental health illness
Sussex Lantern	5,000	Aquagym for use within hydrotherapy pool to benefit local people with a wide range of medical conditions such as Osteoporosis, MS, Cancer, Parkinson's Disease, knee and hip replacements, etc
Henfield Community Partnership, Sussex	5,000	Contribution to purchase a minibus to serve the elderly and disabled residents in the Henfield area
Age Concern Darlington	1,500	Contribution to the installation of a stained glass window at the Darlington West Cemetery and Crematorium
Trinity Care Services, Bristol	2,148	Purchase and installation of a dishwasher/sterilizer for day centre for the elderly
The Ashcroft Project, Norfolk	2,200	Transport for Day Service project for women with mental health problems
Hatlepool & East Durham Alzheimer's Trust	5,000	Contribution towards purchase of new minibus
Alzheimers Society, Leamington Spa	1,500	Contribution to a "singing for the brain" group in 2 venues in South Warwickshire for people living in the community who have dementia
Colemere Church, Shropshire	2,000	Hearing loop for church and community hall building
London Borough of Bromley	3,032	Materials and transportation costs for craft activities for the Sharon Sargent project for disabled people
Thrive, Berkshire	5,000	Contribution to new minibus for Trunkwell Garden Project to transport people with dementia, learning disabilities and mental health issues to visit & work at the garden project on a regular basis
South Cheshire Community Council	1,500	Outings for group with mental health problems
Taff Housing Association Cardiff	1,500	Outings for the elderly including theatre trip, tea dance and museum trip
Hampshire Autistic Society	1,000	Day trips and creative activities for independent day care centre supporting adults with Autism
InterAct Reading Services, London	4,500	Interact Reading Service in the Gwynne Ward at the Chelsea & Westminster Hospital to stimulate stroke recovery
Hereford Headway	1,000	Equipment and dark room set up for the rehab process at the day centre for people with brain injuries
Yemeni Elderly in Small Heath and Sparkbrook	1,500	Kitchen equipment for drop-in-centre for the elderly
Bow Farm Home Support Service Rantrewhire	2,000	Outings for members of the Bow Farm Club for the Elderly
North Wales Death Association	1,600	Wheelchairs for a befriending scheme aimed at elderly people
The Voluntary Centre Northamptonshire	4,000	Contribution to minibus for old and disabled people

**Grants payable in furtherance of the Charity's objectives (cont )**

**Grants over £1,000 payable to institutions and groups (cont )**

Rehab Coventry Irish Elders Resource Centre, Coventry Stagetext	2,000	Short break for older people suffering a wide range of physical, mental and sensory impairment problems, giving there carers a break
	3,000	High definition LED display unit, which will enable to produce better quality subtitling for deaf, deafened hard of hearing people and people with bad eye sight in venues across the UK
Hull Council of Disabled People	5,000	Contribution to the purchase of a new van for gardening and decorating project
Open Door Project, Walsall	5,000	Contribution to Senior Citizens Link Line befriending service for the elderly of Walsall
KASBAH	2,747	2 <sup>nd</sup> installment of 3 year support for group of people with Spina Bifida and/or Hydrocephalus
<b>TOTAL GRANTS AWARDED</b>	<b>135,035</b>	