

Barchester Healthcare Foundation

Trustees' report and financial statements

Year to 31 December 2016

Registered Company Number 4002177

Registered Charity Number 1083272



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Trustees' Report

The Trustees present their annual report and the audited financial statements for the year to 31 December 2016.

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 held office during the year and subsequently were as follows:-

Elected Trustees:

Mr Michael D Parsons	(resigned 31 December 2016)
Dr Jackie Morris	
Mr Andrew Cozens	
Mr David Walden	
Mrs Ann Mackay	
Mrs Caroline Baker	
Mrs Kate Mansfield-Loynes	
Mr Malcolm McDonald	(deceased 29 August 2016)
Mr Michael Butler	(appointed 1 January 2016)
Mr Pete Calveley	(appointed 1 January 2017)

Registered Office:

3rd Floor, The Aspect, Finsbury Square, London, EC2A 1AS

Auditors:

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

Bankers:

Royal Bank of Scotland Plc, London Corporate Services, 2½ Devonshire Square, London, EC2M 4XJ

Solicitors:

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

Trustees' Report *(continued)*

Objectives and achievements

The Foundation's mission is to make a difference to the lives of older people and other adults with physical or learning disabilities or mental health challenges, giving grants to help reduce isolation and loneliness, promote group activities and generally improve people's independence, mobility and quality of life.

In common with many charities, the Foundation is not immune from the general economic position. In 2016, special attention was focused on connecting or reconnecting people with others in their local community, thus combatting loneliness and enabling people to be active and engaged. This has enabled grants totalling £140,000 to be approved, details of which are given in Note 3. This represents a positive response by either full or part grants to 20% of the 790 applications received.

The Foundation was again supported by the Barchester Healthcare group which matched pound for pound all funds raised by Barchester staff. The resulting income is shown in note 2.

The fundraising by staff once again demonstrated originality and enthusiasm.

Major events included a golf tournament in Inverness and a Barchester team at the British 10k London Run. The annual Foundation Week in homes of the Barchester group added new activities to residents' social programmes as well as funds to the Foundation. Textile recycling at the Barchester homes also continued to be very successful. The results of personal challenges by members of staff and residents who completed running, cycling and boxing challenges also resulted in gifts to the Foundation.

The Trustees are again grateful to the staff and shareholders of Barchester Healthcare for their continued support.

Appointment of Trustees

The Charity is governed by its memorandum and articles of association. At no time do Trustees nominated by Barchester Healthcare Limited constitute a majority in terms of the total number of Trustees. Potential Trustees are nominated by one of the existing Trustees, seconded by another, followed by a vote of all Trustees. Such votes have proved to be unanimous.

During 2016 there was one appointment – Michael Butler was appointed as a new Trustee on 1 January 2016. Malcolm McDonald sadly died on 29 August 2016.

Mike Parsons resigned on 31 December 2016, replaced by Pete Calveley on 1 January 2017.

Trustees' Report *(continued)*

Training of Trustees

The Charity does not have a formal policy of training for the Trustees. However, on appointment, Trustees undertake an induction briefing and usually have experience of service with other charities. In addition, information is regularly supplied to the Trustees, regarding their responsibilities and duties together with regular guidance from the Charity Commission. The charity's membership of the Association of Corporate Foundations also provides useful linkage with other charities of a like nature.

Organisational Structure

The Foundation Trustees meet quarterly. Decisions on grant applications of up to £1,500 are delegated to the Grants Team. Applications for grants between £1,500 and £5,000 are considered - and may be approved - by two nominated Trustees (one of whom is an independent Trustee). If not agreed, these applications are considered by the Board of Trustees at their quarterly meetings.

Trustee meetings

The Foundation holds quarterly meetings and during the year achieved a 71% attendance level.

Reserves Policy

The Trustees review grants made, but not paid, and proposed grants at each meeting. The figure for grants proposed but not approved is deducted from current reserves to ensure that the remaining amount does not reduce to below £25,000 (being the running costs for six months). If funds were to remain below £25,000, 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 £59,000 (2015: £67,000). The Trustees' policy is also that they would not hold reserves in excess of one year's maximum expected donations, which they estimate at £250,000.

Grant making policy

The Foundation can provide grants of up to £5,000 to individuals or small groups/charities in England, Scotland and Wales. Applications are invited where older people and disabled adults have direct needs and can propose practical solutions. Through its grants, the Foundation can provide direct assistance to named individuals and small groups rather than make contributions to running costs of organisations.

Public benefit

The Trustees consider that all aspects of the Charity Commission's Public Benefit requirements are met as the charity will consider applications from all sectors of the community and there is no cost to making an application for support.

Review of Activities and Future Developments

In 2016 the Foundation granted £140,000 (2015: £142,000) towards helping older and disabled people around Britain. 161 grants were awarded ranging from £75 up to £3,500 to support a wide range of projects, which included helping individuals, groups and charities to fund specialist and mobility equipment, adaptations, education, transport, activities and outings.

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 more information on its activities can be found at www.bhcfoundation.org.uk.

Trustees' Report *(continued)*

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. Given the nature of the activities the Trustees have identified limited significant risks that the Charity faces. The major risks would be the loss of support from the Barchester Healthcare group and reputational risk from making inappropriate awards. Both risks are viewed as very unlikely to occur. The Trustees believe that the systems and controls operated by the Charity are sufficient to mitigate identified risks. The Trustees make a formal review of the Foundation's risk policy once a year. The Charity does not have an internal audit function given the limited activities operated.

Investment Policy

The Trustees invest free cash resources in term deposit accounts to maximise interest income while maintaining a low risk policy of investment.

Disclosure of information to auditor

The Trustees who held office at the date of approval of this Trustees' report confirm that there is no relevant audit information of which the company's auditor is unaware; and each Trustee has taken all the steps that he/she ought to have taken as a Trustee to make himself/herself aware of any relevant audit information and to establish that the company's auditor is aware of that information.

Auditor

In accordance with section 487 of the Companies Act 2006, a resolution for the reappointment of KPMG LLP will be proposed at the forthcoming Annual General Meeting.

By order of the board



P Calveley (*Chairman*)

3rd Floor, The Aspect
Finsbury Square
London
EC2A 1AS

18th September 2017

Statement of Trustees' Responsibilities in respect of the Trustees' annual report and the financial statements

The Trustees are responsible for preparing the Trustees' Annual 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. Under that law they are required to prepare the financial statements in accordance with UK Accounting Standards and applicable law (UK Generally Accepted Accounting Practice), including FRS 102 the *Financial Reporting Standard applicable in the UK and Republic of Ireland*.

Under company law the Trustees must not approve the financial statements unless they are satisfied that they 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; 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 adequate accounting records that are sufficient to show and explain the charitable company's transactions and 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 have general responsibility for taking such steps as are reasonably open to them to safeguard the assets of the charitable company and to prevent and detect fraud and other irregularities.

Independent auditor's report to the members of Barchester Healthcare Foundation

We have audited the financial statements of Barchester Healthcare Foundation for the year ended 31 December 2016 set out on pages 9 to 14. The financial reporting framework that has been applied in their preparation is applicable law and UK Accounting Standards (UK Generally Accepted Accounting Practice), including FRS 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland*.

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

Respective responsibilities of Trustees and auditor

As explained more fully in the Statement of Trustees' Responsibilities set out on page 6, 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.

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 December 2016 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 UK Generally Accepted Accounting Practice; and
- have been prepared in accordance with the Companies Act 2006.

Independent auditor's report to the members of Barchester Healthcare Foundation *(continued)*

Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information in the Trustees' Annual Report, which constitutes the Directors' Report, for the financial year is consistent with the financial statements.

Based solely on the work required to be undertaken in the course of the audit of the financial statements and from reading the Trustees' report:

- we have not identified material misstatements in that report; and
- in our opinion, that report has been prepared in accordance with the Companies Act 2006.

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 accounting records or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the Trustees were not entitled to take advantage of the small companies exemption from the requirement to prepare a strategic report.



Ian Pennington (Senior Statutory Auditor)
for and on behalf of KPMG LLP, Statutory Auditor
Chartered Accountants
Plym House
3 Longbridge Road
Plymouth
PL6 8LT

21st September 2017

Statement of Financial Activities (incorporating the Income and Expenditure Account) for the year to 31 December 2016

	<i>Note</i>	Year to 31 December 2016 £'000	Year to 31 December 2015 £'000
Income from:			
Donations, legacies and similar incoming resources	2	205	200
Total incoming resources		<u>205</u>	<u>200</u>
Expenditure on:			
Charitable activities	3	(213)	(219)
Total resources expended		<u>(213)</u>	<u>(219)</u>
Net expenditure for the year, being the net movement in unrestricted funds		(8)	(19)
Unrestricted fund balances b/fwd as at 1 January		<u>67</u>	<u>86</u>
Unrestricted fund balances c/fwd as at 31 December		59	67

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 £(8)k (2015: £(19)k).

Balance Sheet as at 31 December 2016

	<i>Note</i>	2016 £'000	2015 £'000
Current Assets			
Cash at bank and in hand		<u>122</u>	<u>160</u>
		122	160
Creditors: amounts falling due within one year	7	<u>(63)</u>	<u>(93)</u>
Net assets		<u>59</u>	<u>67</u>
Funds:			
Unrestricted funds		<u>59</u>	<u>67</u>

The financial statements on pages 9 to 14 were approved by the Trustees on 18th September 2017 and signed on their behalf by:



P Calveley (*Chairman*)

Registered Company Number 4002177

Registered Charity Number 1083272

Notes forming part of the financial statements for the year to 31 December 2016

1 Accounting Policies

a) Basis of Preparation

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice, Accounting and Reporting by charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) effective 1 January 2015, the Companies Act 2006 and accounting standards.

The charity has adopted FRS 102 during the year following the removal of the FRSSE. On the adoption of FRS 102 the Trustees have identified no transition differences.

The trustees consider that the charity has the ability to continue its operations for the foreseeable future and so these financial statements have been prepared on the going concern basis.

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.

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

Barchester Healthcare Foundation is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

c) Company Status

The charity is a company limited by guarantee. The members of the company are the Trustees named on page 2. 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) Income

All income is included in the SOFA when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. This includes legacies which are recognised when received.

The charity recognises income relating to commitments to make annual donations in the period to which they relate, provided that the Trustees are certain that the donations will be received.

e) Expenditure

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.

Notes forming part of the financial statements for the year to 31 December 2016
(continued)

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.

2 Donations, legacies and similar income

	Year to 31 December 2016 £'000	Year to 31 December 2015 £'000
Corporate donors	160	160
Private donors	44	39
Gift Aid	1	1
	<u>205</u>	<u>200</u>

Included within amounts receivable from corporate donors above is £10,000 (2015: £10,000) in respect of donated staff time and facilities.

3 Expenditure on charitable activities

	Year to 31 December 2016 £'000	Year to 31 December 2015 £'000
Grants payable	140	142
Support costs	68	72
Governance costs (see note 4)	5	5
	<u>213</u>	<u>219</u>

Included within support costs above is £10,000 (2015: £10,000) in respect of donated staff time and facilities.

The charity has one activity being grant making in line with the charity's objectives. As such all support and governance costs are allocated to this activity.

**Notes forming part of the financial statements for the year to 31 December 2016
(continued)**

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

a) Grants payable to individuals

94 grants totalling £73,000 (2015: 100 grants totalling £85,000) were payable to individuals in the year. The grants were for a wide range of purposes: specialist equipment e.g. specialist beds and mattresses, electric wheelchairs, power packs, hoists, riser/recliner chairs, stair lifts, exercise bikes, tricycles and mobility scooters; computers and other IT equipment and software; communication, visual and daily living aids; exercise; activities; holidays and respite breaks; educational grants; music equipment and lessons; storage for mobility scooters; garden sheds; disabled bathroom and shower adaptations and other house/garden/ramp adaptations for disabled people.

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

There were 24 grants of under £1,000 payable to charities and groups, for a total of £15,000 (2015: 10 grants totalling £6,000). These include grants for specialist equipment and tools, sensory gardens, music and befriending projects, materials, craft and exercise classes, workshops, social activities and events, entertainment, transport and outings for day centres and clubs that cater for older people and other adults living with a disability.

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

There were 43 grants of £1,000 and over to charities and groups, which totalled £52,000 (2015: 34 grants totalling £52,000). Details are on shown in full on page 15.

4 Governance costs

	Year to 31 December 2016 £'000	Year to 31 December 2015 £'000
Audit fee	<u>4</u>	<u>5</u>
	<u>4</u>	<u>5</u>

5 Trustees' remuneration

The Trustees neither received nor waived any emoluments during the year. £280 (2015: £381) was reimbursed for travel expenses for two Trustees. No donations were received from Trustees.

Notes forming part of the financial statements for the year to 31 December 2016
(continued)

6 Staff costs

The charity had no employees during the current or prior year. As the charity has no employees and the Trustees are unpaid the charity does not have a remuneration policy.

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. This recharge amounted to £54,000; including £4,400 employer's national insurance and £1,800 pension costs (2015: £54,000; including £4,400 employer's national insurance and £1,800 pension costs). In addition to this, £10,000 (2015: £10,000) of staff time was provided by Barchester Healthcare Homes Limited which was not recharged and has been included as donated staff time as disclosed in note 2.

7 Creditors: amounts falling due within one year

	2016 £'000	2015 £'000
Accruals	34	61
Grants payable	29	32
	<u>63</u>	<u>93</u>
Grants payable	2016	2015
	£'000	£'000
Brought forward	32	35
Grants approved in year	140	142
Grants paid in year	<u>(143)</u>	<u>(145)</u>
Carried forward	<u>29</u>	<u>32</u>

8 Financial commitments

At 31 December 2016 the charity had no annual commitments (2015: £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
Fenham Association of Residents	1,000	Community Centre providing trips and outings for older people.
Ospreys Wheelchair Rugby Team	1,154	Gamebreaker video analysis programme and equipment for wheelchair rugby team in South Wales.
Dementia Adventure Trust	2,160	For the provision of a 4 day activity break for 4 people with dementia.
Create (Arts) Limited	1,000	Towards the provision of workshops that combat loneliness and isolation for vulnerable older people.
Courtyard Centre for the Arts	1,850	Specifically earmarked for a visual art day service project at Hurling Court, Ledbury.
Clynyfw Community Interest Company	2,600	Towards setting up an evening social club in a deprived area of Wales for vulnerable people, including those with learning disabilities and mental health issues.
Bipolar Scotland	1,000	To assist with the provision of courses to assist people living with Bipolar to manage their condition and enhance their lives.
Cartron Connect Partnership	1,000	Towards assisting this group to combat loneliness and isolation in the elderly.
Our Way Self Advocacy	1,000	To assist with the continuation of a project that focuses on providing supported social events for people with learning disabilities and/or autism.
Orcadia Creative Learning Centre	1,000	Towards the provision of activities and outings for young people with learning disabilities
Artbox London	1,000	Towards materials for this art group helping people with learning difficulties to sell their art projects.
Rotherfield St Martin	1,000	Towards this group's Health and Exercise programme that helps combat health issues, loneliness and isolation.
Spare Tyre Theatre Company	1,080	For the cost of 3 performers for 'The Garden' sensory project for people with dementia.
Golden-Oldies	1,000	Towards the cost of community transport to enable older people in South Wales to connect with others across local communities at a celebration day.
The Friends of Deeping Library, part of Deeping Community Trust	3,440	Extension of local library service to people in care homes and older people in the community who are housebound by providing a book trolley and minibus service.
The Ciaran Bingham Foundation Trust	1,008	For volunteer expenses costs for this charity aimed at easing social isolation and loneliness among older people.
Stick 'n' Step	1,000	Towards a two-day trip for young adults with learning disabilities to assist their transition from childhood to adulthood.
Sight Support Ryedale	1,000	Towards the cost of transportation to link members at a central point for walks.
Taunton & District Mencap Society	1,000	Towards a holiday to Torquay for this group of disabled Mencap members.
Ashford and Tenterden Umbrella	1,000	For the purchase of two 3D printers for this small local charity who provide a service to enable people to engage in the community.

Sheffield and Rotherham Wildlife Trust	1,000	Towards the cost of additional staff to enable this wildlife trust to continue enabling the elderly to experience nature's outdoor activities.
Endeavour Woodcrafts CIC	1,477	For wood and equipment for this group aimed at improving the social skills of adults with mental health and physical conditions.
The Helpful Bureau	1,000	Towards enabling this group to expand their weekly Movement to Music sessions to include walk and talk sessions to local places of interest for their older members.
Upward Mobility Project	1,000	Towards equipment for this group who provide guidance towards an independent life.
Greater Manchester Bangladesh Association	1,500	Towards the cost of helping this group provide activities for older people to minimise loneliness and isolation.
Rotherfield St Martin	1,000	Towards helping this small community charity to provide activities for older people to assist in combating loneliness and isolation in their community.
High Peak CVS	1,000	Towards the costs of focusing on keeping people independent and ensuring access to local charities. Initial funding to give 'taster' sessions to people.
Ford, Pallion & Millfield Community Development Project	1,500	Towards outdoor and wildlife activities for this group aimed at reducing isolation and loneliness for older people.
Shopmobility Sheffield Ltd	1,420	For the purchase of 10 self-propelling wheelchairs for this group offering a wheelchair loan service for anyone with a disability.
QE2 Activity Centre	1,000	Towards the purchase of musical and sensory equipment for this activity centre for disabled people.
Alton Community Association	1,000	Towards the provision of additional activities and experiences for the elderly at this charity's community club.
Ride On - Cycling for All	1,200	Towards the purchase of a rickshaw for this group aimed at enabling cycling for those with limited mobility.
Larches Community	1,000	Towards the costs of materials for mosaic making for this group aimed at assisting people with physical and mental disabilities.
St. Peters Community Wellbeing Projects	1,000	Towards this project aimed at enabling women to assist in helping elderly women engage more in the community.
Hurst Bowling Club	1,500	Towards the cost to adapt and improve the green's bank and ditch for this bowling club.
Pathway Workshop	1,000	Towards the purchase of equipment to enable this group aimed at helping disadvantaged adults continue to provide their workshop.
Magpie Dance	1,000	Towards supporting a programme of dance activities for adults with learning disabilities to take an active part in the community.
Computers for the Disabled	1,000	Towards enabling this group to continue to provide disabled and housebound people with computers on loan.
Llanhilleth Miners Institute	1,080	Towards entertainment costs for miners institute's luncheon club for older people.
Motherwell Miners Bowling Senior Group	1,000	For the purchase of new equipment for this bowling club and the prospect of a trip away next year for the members.
Cornwater Clubs (Ravenshead) Ltd	1,000	Towards the programme of activities for this club for older people aimed at reducing loneliness and isolation.

Viables Community Association – Viables
Memory Club

1,000 A contribution towards music sessions for this group who provide a weekly memory club
for people living with dementia.'

Jacksons Lane

1,000 Towards the provision of a Christmas Day lunch for older people who would otherwise be
isolated and lonely.