

**Helen & Douglas House**

**(A Company Limited by Guarantee)**

**Registered Charity No: 1085951**

**Registered Company No: 04120488**

**Accounts**

**for the year ended**

**31st March 2005**

**Wenn Townsend**

**Chartered Accountants**

**Oxford**



## Helen & Douglas House

<b>Trustees:</b>	Sister F Dominica A R Cooper D W Shorey Ms S Haywood (appointed 29th June 2004) D Craig (appointed 29th June 2004) A Wilkinson (appointed 29th June 2004)
<b>Solicitors:</b>	Herbert Mallam Gowers 126 High Street Oxford OX1 4DG
<b>Auditors:</b>	Wenn Townsend 30 St. Giles' Oxford OX1 3LE
<b>Bankers:</b>	National Westminster Bank plc 121 High Street Oxford OX1 4DD
<b>Investment Managers:</b>	The Central Board of Finance of the Church of England St. Alphage House 2 Fore Street London EC2Y 5AQ
<b>Registered Office:</b>	126 High Street Oxford OX1 4DG
<b>Registered Charity No.:</b>	1085951
<b>Registered Company No.:</b>	04120488

## **Helen & Douglas House**

### **Trustees' Report for the year ended 31st March 2005**

The trustees, who are also directors of the charity for the purposes of the Companies Act, submit their annual report and the audited financial statements for the year ended 31st March 2005. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in October 2000 in preparing the annual report and financial statements of the charity.

During the year Helen & Douglas House (Trading) Limited was incorporated. This is a wholly owned subsidiary and was established to generate funds for the charity. The results of the subsidiary have been incorporated in these financial statements.

#### **Constitution**

Helen House and Douglas House were each originally established under the aegis of the registered charity Society of All Saints Sisters of the Poor, an Anglican religious community for women, whose Mother House is in Oxford. The hospices are built within the grounds of the Society's Convent.

On 1st April 2002 the funds and activities of both Helen House and Douglas House were transferred to a new charitable company, limited by guarantee, officially known as The Oxford Respices for Children and Young People. The company's name was changed by Special Resolution to "Helen & Douglas House" in June 2005.

#### **Objects**

The objects of the charity are the relief of sickness and stress, in particular:

- to offer palliative care, support and friendship to people ages 0-40 who are suffering with life limiting illnesses
- to offer relief to relatives by offering short-term residential care for sufferers, their families and their carers
- to assist families and carers with the care of the sufferer and to offer support throughout an illness and after a person's death.

#### **Trustees and management**

The members of the company are the trustees of the Society of All Saints Sisters of the Poor. The members appoint the trustees of Helen & Douglas House.

The members of the Society are:

N E Bell  
A R Cooper  
R Fleming  
D W Shorey

The trustees are shown on page 1.

## **Helen & Douglas House**

### **Trustees' Report (Continued) for the year ended 31st March 2005**

#### **Activities**

Helen & Douglas House provides day-to-day holistic and palliative care and support to children (under the age of 18) and young people (in particular those between 16 and 40) who are suffering with life-limiting illnesses.

Helen House is an 8-bedded children's hospice, a home-from-home where each child has his or her own bedroom; parents may choose to sleep in the same room as their child or in family accommodation that provides comfort and complete privacy.

Douglas House is a 7-bedded respite for young adults where each young adult has his or her own ensuite bedroom; family members and/or carers accompanying the young person are accommodated in family accommodation within Douglas House that provides comfort and complete privacy.

The Charity's day-to-day activities are managed by the Chief Executive and a team of managers heading different operational areas. A Medical Director leads a team of doctors with specialist knowledge in palliative medicine. Two qualified nurses, one RSCN and one RN, as Heads of Care for Helen & Douglas House respectively, lead teams comprising of paediatric nurses, nursery nurses, registered general nurses and multi-skilled carers/professionals.

Each child or young adult is allocated a named member of staff for each period of duty to ensure that she or he and their family/carers are given individual attention. The family is also allocated a key worker/ team who acts/act as a link between the health professionals involved in the child's or young adult's care and his or her family.

The ethos of Helen & Douglas House fosters partnerships between staff, children, young adults and their families/carers. The aim of staff is to maintain the child's or young adult's normal routine whenever possible but to also make the 'now' as special and enjoyable as possible.

Treatment/consultations available at both Helen House and Douglas House are for symptom management, end-of-life care, complementary therapies, physiotherapy, music therapy and bereavement support.

The charity's work is financed almost entirely by voluntary donations and investment income.

#### **Results for the year ended 31st March 2005**

Helen & Douglas House helped 178 (2004: 123) sick children, young people and their families during the year. There were 550 (2004: 466) stays representing 1,974 (2004: 1,782) bed nights.

The charity had on operating deficit of £438,334 whereas the trading subsidiary had a surplus of £10,592.

#### **Advisers**

The principal advisers are listed on page 1.

#### **Investments**

Investments are included in the Balance Sheet at their market value. 65% of investments are in the CBF investment fund which rose in value by 10.2%. 8% of investments are in the CBF fixed interest fund which fell in value by 1.5%. 12% of investments are in the CBF property fund which rose in value by 11.6%. The FTSE index increased by 11.8% during the year.

The trustees aim to preserve the real capital value of investments held, while at the same time maximising income.

## Helen & Douglas House

### Trustees' Report (Continued) for the year ended 31st March 2005

#### Reserves policy

*Restricted funds are referred to in Note 12.*

Helen House is now 23 years old and over the past five years one-third of its expenditure has been met from investment income. The level of reserves accumulated during its life are considered restricted to the use of Helen House with its commitment to care for children and their families.

Funds raised for the building and running of Douglas House amounted to £3.6m of which £1.2m is retained as an income producing investment as currently directed by the donor.

The Trustees recognise the need to draw on the capital of these funds to meet the running costs of both houses.

#### *Unrestricted funds*

Unrestricted Funds amount to £3.6m.

Helen & Douglas House is committed to providing a continuum of care for all children and young people that have used the facilities of both hospices until they are 40 years old.

The number of children being cared for over the last six years averages 116 a year. In 2005, 178 children were cared for compared with 85 in 1999. The present value of the commitment is care for children already known to Helen & Douglas House has been estimated at £15.9m.

The Trustees recognise that fundraising efforts will need to increase over the next five years as unrestricted funds will be called upon to meet the annual expenditure of running Douglas House.

#### Risk assessment

The trustees have examined the principal areas of the Charity's operation and considered the major risks in these areas. The Trustees consider the Charity's systems are such that these risks are mitigated to an acceptable level.

#### Trustees' responsibilities

Company and Charity law requires the trustees to prepare accounts for each financial period which give a true and fair view of the state of affairs of the charity as at the end of the financial period and of the surplus or deficit of the charity for that period. In preparing those accounts the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- Follow applicable accounting standards, subject to any material departures disclosed and explained in the accounts;
- Prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue.

The trustees have overall responsibility for ensuring that the charity has an appropriate system of controls, financial and otherwise. The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Charities Act. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**Helen & Douglas House**

**Trustees' Report (Continued)  
for the year ended 31st March 2005**

**Auditors**

A resolution proposing that Wenn Townsend be re-appointed as auditors of the charity will be put to the Annual General Meeting.

**On behalf of the trustees**



Ms Caroline Johnson

Company Secretary

27th September 2005

## Helen & Douglas House

### Independent Auditors' Report to the members of Helen & Douglas House

We have audited the financial statements of Helen & Douglas House for the year ended 31st March 2005 which comprise the consolidated statement of financial activities, the consolidated balance sheet, the charity's balance sheet, the consolidated cash flow statement and the related notes. These financial statements have been prepared under the historical cost convention and the accounting policies set out therein.

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

#### **Respective responsibilities of trustees and auditors**

As described in the Statement of Trustees' Responsibilities the trustees are responsible for the preparation of the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and United Kingdom Auditing Standards.

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you if, in our opinion, the Trustees' Annual Report is not consistent with the financial statements, if the charity has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding trustees' remuneration and transactions with the charity is not disclosed.

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

#### **Basis of opinion**

We conducted our audit in accordance with Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the trustees in the preparation of the financial statements, and whether the accounting policies are appropriate to the charity's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

#### **Opinion**

In our opinion the financial statements give a true and fair view of the state of the affairs of the charity and the group as at 31st March 2005 and of its incoming resources and application of resources in the year then ended and have been properly prepared in accordance with the Companies Act 1985.



**Wenn Townsend**  
Chartered Accountants and Registered Auditors  
Oxford

27th September 2005

# Helen & Douglas House

## Consolidated Statement of Financial Activities for the year ended 31st March 2005

Note					
Incoming resources			Restricted	Unrestricted	Total 2004
Donations and gifts			509,767	951,170	1,460,937
Legacies			-	537,040	537,040
Activities for generating funds			-	119,653	119,653
Investment income			466,888	43,275	510,163
Total incoming resources		£	976,655	1,651,138	2,627,793
Resources expended		2			
Costs of generating funds			74,120	104,970	179,090
<i>Charitable expenditure</i>					
Costs of activities in furtherance of the charity's objects			2,202,412	-	2,202,412
Support costs			471,280	-	471,280
Management and administration	2		202,753	-	202,753
Total charitable expenditure			2,876,445	-	2,876,445
Total resources expended		£	2,950,565	104,970	3,055,535
Net incoming/(outgoing) resources			(1,973,910)	1,546,168	(427,742)
<i>Gains and losses on investments</i>					
Realised	6		73,852	-	73,852
Unrealised	6		617,050	81,039	698,089
Net movement in funds			(1,283,008)	1,627,207	344,199
Fund balances brought forward at 1st April 2004			15,741,133	1,944,921	17,686,054
Fund balances carried forward at 31st March 2005		£	14,458,125	3,572,128	18,030,253
Represented by:					
Fixed assets			3,570,687	1,202,903	4,773,590
Investments			9,975,121	2,320,785	12,295,906
Current assets			1,024,774	130,358	1,155,132
Current liabilities			(112,457)	(81,918)	(194,375)
		£	14,458,125	3,572,128	18,030,253

The charitable company had a surplus of £333,607 for the year.



# Helen & Douglas House

## Consolidated Balance Sheet at 31st March 2005

	Note		2004
<b>Fixed assets</b>	5		
Properties		4,420,759	4,294,869
Fixtures and fittings		347,828	322,400
Motor vehicles		5,003	7,503
		<u>4,773,590</u>	<u>4,624,772</u>
<b>Investments</b>			
Investments	6	11,779,862	10,952,337
Charity bond		516,044	500,000
		<u>12,295,906</u>	<u>11,452,337</u>
<b>Current assets</b>			
Stocks and work in progress		6,845	1,500
Debtors	7	166,544	149,388
Investments	8	859,149	1,508,614
Bank and cash		122,594	106,095
		<u>1,155,132</u>	<u>1,765,597</u>
<b>Current liabilities</b>			
Creditors	9	(194,375)	(156,652)
<b>Net current assets</b>		<u>960,757</u>	<u>1,608,945</u>
<b>Net assets</b>		<u>£ 18,030,253</u>	<u>£ 17,686,054</u>
<b>Accumulated funds</b>			
Restricted	11	14,458,125	15,741,133
Unrestricted	12	3,572,128	1,944,921
		<u>£18,030,253</u>	<u>£ 17,686,054</u>

*A R Cooper*

A R Cooper (Trustee)

27th September 2005

# Helen & Douglas House

## Consolidated Cash Flow Statement for the year ended 31st March 2005

2004

### Net cash flow from operating activities:

Net (outgoing) incoming resources	(427,742)	185,767
Depreciation	250,682	239,548
Loss on disposal of fixed assets	1,459	14,329
(Increase)/decrease in stocks	(5,345)	(500)
Increase/(decrease) in creditors	37,723	60,666
(Increase)/decrease in debtors	(17,156)	62,745
Decrease in current investments	649,465	546,644
	<u>489,086</u>	<u>1,109,199</u>

### Investing activities:

Sale of investments	1,164,469	-
J P Morgan interest	(41,072)	(40,733)
Charity Bond interest	(16,044)	-
New investment	(1,178,981)	(46,500)
	<u>(71,628)</u>	<u>(87,233)</u>

Additions to tangible fixed assets	(400,959)	(1,101,013)
Decrease in cash balance	£ <u>16,499</u>	£ <u>(79,047)</u>

### Movement in cash balances

	2005	2004	Change
Business reserve	105,795	184,374	(78,579)
Bank balances	16,521	(78,458)	94,979
Cash balances	278	179	99
	<u>£ 122,594</u>	<u>106,095</u>	<u>16,499</u>

# Helen & Douglas House

## Balance Sheet at 31st March 2005

	Note		2004
<b>Fixed assets</b>	5		
Properties		4,420,759	4,294,869
Fixtures and fittings		337,739	322,400
Motor vehicles		5,003	7,503
		<u>4,763,501</u>	<u>4,624,772</u>
<b>Investments</b>			
Investments	6	11,779,864	10,952,337
Charity bond		516,044	500,000
		<u>12,295,908</u>	<u>11,452,337</u>
<b>Current assets</b>			
Stocks and work in progress		-	1,500
Debtors	7	216,264	149,388
Investments	8	859,149	1,508,614
Bank and cash		75,872	106,095
		<u>1,151,285</u>	<u>1,765,597</u>
<b>Current liabilities</b>			
Creditors	9	(191,033)	(156,652)
<b>Net current assets</b>		<u>960,252</u>	<u>1,608,945</u>
<b>Net assets</b>		<u>£ 18,019,661</u>	<u>£ 17,686,054</u>
<b>Accumulated funds</b>			
Restricted	11	14,458,125	15,741,133
Unrestricted	12	3,561,536	1,944,921
		<u>£18,019,661</u>	<u>£ 17,686,054</u>

*A R Cooper*

A R Cooper (Trustee)

27th September 2005

**Helen & Douglas House**  
**Notes to the Accounts**  
**for the year ended 31st March 2005**

**1 Accounting policies**

The following accounting policies have been used consistently in dealing with items considered to be material in relation to the Society's accounts.

**Accounting basis**

These accounts are prepared on the historical cost basis, as modified by the revaluation of investments which are included at market value, and are in accordance with relevant accounting standards and the provisions of the Statement of Recommended Practice by Charities 2000.

**Basis of consolidation**

The consolidated financial statements comprise the accounts of Helen & Douglas house and its subsidiary made up to 31st March 2005. A separate statement of financial activities dealing only with the results of the company has not been presented in accordance with section 230 of the Companies Act 1985.

**Donations and intangible income**

Cash donations are credited to the Income and Expenditure Account as received. Items donated to the charity are not included in the accounts because the difficulty in establishing a fair value for this purpose outweighs the benefit that would be obtained.

**Volunteer time**

A significant contribution is made by volunteers throughout the year and the value of these donated services is not reflected in the accounts.

**Investments**

Investment income is accounted for on an accruals basis.

Investments are stated at market value at the balance sheet date. The Statement of Financial Activities includes the net gains and losses arising on revaluations and disposals throughout the year.

Both realised and unrealised gains/losses arising on investments are disclosed in the Statement of Financial Activities analysed between unrestricted and restricted funds and are subsequently taken to Accumulated Funds.

**Tax recoverable**

Tax recoverable on amounts received by way of gift aid and deeds of covenant is included in the accounts on a receivable basis.

**Depreciation**

Depreciation is calculated using the following rates and bases which are appropriate to the useful lives of the assets and their residual value:

Buildings	2% Straight line
Computer equipment	33 1/3% Straight line
Fixtures, fittings and equipment	15% Straight line
Motor vehicles	25% Straight line

Surpluses or deficits arising on the disposal of fixed assets are adjusted in the depreciation charge for the year.

**Stock**

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

**Legacies**

Legacies are credited to income when they are determinable.

## Helen & Douglas House

### Notes to the Accounts (Continued) for the year ended 31st March 2005

#### Pension costs

The company operates a defined contribution scheme for the benefit of its employees and contributes to the NHS pension scheme for employees that are eligible. The costs of contributions are written off against profits in the year they are payable.

#### Operating leases

Rentals applicable to operating leases are charged to the Statement of Financial Activities over the period in which the cost is incurred.

#### Restricted funds

Funds donated for the building and running of Douglas House are treated as a restricted fund. Funds donated explicitly for Helen House are treated as a restricted fund for use in running Helen House.

All income and expenditure for the New Opportunities Fund is treated as a restricted fund for Helen House.

General Funds represent donations where donors have imposed no restrictions.

## 2 Resources expended

	Cost of generating funds	Cost of activities in furtherance of charity's objects	Management and Administration	Support costs	Total 2005	Total 2004
Wages and salaries	83,829	2,081,684	89,494	-	2,255,007	1,746,706
Operating costs	61,447	120,728	-	-	182,175	151,358
Establishment	22,976	-	-	221,116	244,092	164,097
Administration	8,861	-	113,259	-	122,120	86,929
Depreciation	1,977	-	-	248,705	250,682	239,548
Loss on disposal of fixed assets	-	-	-	1,459	1,459	14,329
	<u>£ 179,090</u>	<u>2,202,412</u>	<u>202,753</u>	<u>471,280</u>	<u>3,055,535</u>	<u>2,402,967</u>

#### Charitable expenditure includes

	2005	2004
Auditors' remuneration - audit	£ 10,150	£ 9,400
- other	£ -	£ 1,725
Operating lease rentals - land and buildings	<u>£ 44,482</u>	<u>£ 36,043</u>

# Helen & Douglas House

## Notes to the Accounts (Continued) for the year ended 31st March 2005

### 3 Wages and salaries

The average number of employees by function was:

	2005	2004
Nursing and care services - Full time	38	25
- Part time	36	29
Cost of generating funds	3	1
Management and administration	8	7
Shop staff	3	-
	<u>88</u>	<u>62</u>
Staff payroll costs		
Wages and salaries	1,594,944	1,273,857
Social security	138,512	109,705
Pension costs	67,012	35,672
	<u>1,800,468</u>	<u>1,419,234</u>
Agency, advertising and other	454,539	327,472
	<u>£ 2,255,007</u>	<u>£ 1,746,706</u>

One employee earned between £60,000 & £70,000

### 4 Pension costs

The charity operates a defined contribution scheme and certain staff are entitled to be members of the NHS pension scheme. Contributions are charged in the profit and loss account as they accrue. The charge for the year was £67,012 (2004 : £35,672).

# Helen & Douglas House

## Notes to the Accounts (Continued) for the year ended 31st March 2005

### 5 Fixed assets Group

		Buildings	Fixtures, Fittings & Equipment	Motor Vehicles	Total
<b>Cost</b>					
At 1st April 2004		4,730,038	485,585	73,789	5,289,412
Additions during the year		256,827	144,132	-	400,959
Disposals		-	(5,385)	-	(5,385)
At 31st March 2005	£	4,986,865	624,332	73,789	5,684,986
<b>Depreciation</b>					
At 1st April 2004		435,169	163,185	66,286	664,640
Charged in year		130,937	117,245	2,500	250,682
Eliminated		-	(3,926)	-	(3,926)
At 31st March 2005	£	566,106	276,504	68,786	911,396
<b>Net book value</b>					
At 31st March 2005	£	4,420,759	347,828	5,003	4,773,590
At 31st March 2004	£	4,294,869	322,400	7,503	4,624,772

### Fixed assets - Company

		Buildings	Fixtures, Fittings & Equipment	Motor Vehicles	Total
<b>Cost</b>					
At 1st April 2004		4,730,038	485,585	73,789	5,289,412
Additions during the year		256,827	138,398	-	395,225
Disposals		-	(5,385)	-	(5,385)
Transfer to subsidiary		-	(7,449)	-	(7,449)
At 31st March 2005	£	4,986,865	611,149	73,789	5,671,803
<b>Depreciation</b>					
At 1st April 2004		435,169	163,185	66,286	664,640
Charged in year		130,937	115,268	2,500	248,705
Eliminated		-	(3,926)	-	(3,926)
Transfer to subsidiary		-	(1,117)	-	(1,117)
At 31st March 2005	£	566,106	273,410	68,786	908,302
<b>Net book value</b>					
At 31st March 2005	£	4,420,759	337,739	5,003	4,763,501
At 31st March 2004	£	4,294,869	322,400	7,503	4,624,772

**Helen & Douglas House**  
**Notes to the Accounts (Continued)**  
**for the year ended 31st March 2005**

6 Investments	Group 2005	2005	Company 2004
Financial investments at market value	11,779,862	11,779,862	10,952,337
Shares in subsidiary at cost	-	2	-
	<u>£ 11,779,862</u>	<u>£ 11,779,864</u>	<u>£ 10,952,337</u>

The subsidiary is the wholly owned retail trading company of the Charity "Helen & Douglas House (Trading) Limited" a company incorporated in England.

	2005 Cost	Market Value	2004 Cost	Market Value
The Central Board of Finance of the Church of England:				
633,212 (490,979) units - fixed interest security fund	891,219	972,956	658,000	782,989
815,240 (983,191) units - investment fund	3,532,274	7,957,974	4,064,996	8,322,285
1,172,783 (477,783) units - property fund	1,431,250	1,527,403	500,000	566,365
	5,854,743	10,458,333	5,222,996	9,671,639
J P Morgan equity fund	1,257,270	1,257,270	1,216,198	1,216,198
Listed investment at market value	65,015	64,259	50,500	64,500
£	<u>7,177,028</u>	<u>11,779,862</u>	<u>6,489,694</u>	<u>10,952,337</u>

Market Value at 1st April 2004	10,952,337
Sales proceeds	(1,164,469)
Realised gains	73,852
New investments	1,178,981
J P Morgan interest rolled up	41,072
Unrealised gains	698,089
Market value at 31st march 2005	<u>£ 11,779,862</u>



# Helen & Douglas House

## Notes to the Accounts (Continued) for the year ended 31st March 2005

7	Debtors	Group 2005	2005	Company 2004
	Trade debtors	37,129	37,116	-
	Investment income	77,558	77,558	76,567
	Income tax	31,763	31,763	46,903
	Prepayments	20,094	20,094	25,918
	Subsidiary undertaking	-	49,733	-
		<u>£ 166,544</u>	<u>£ 216,264</u>	<u>£ 149,388</u>
8	Current asset investments			
	CAF Gold	839,042	839,042	1,496,712
	CBF Deposit fund	20,107	20,107	11,902
		<u>£ 859,149</u>	<u>£ 859,149</u>	<u>£ 1,508,614</u>
9	Creditors			
	Trade creditors	92,131	92,131	39,611
	Social security and other taxes	44,139	44,109	-
	Other creditors	2,310	-	-
	Accruals	55,795	54,793	117,041
		<u>£ 194,375</u>	<u>£ 191,033</u>	<u>£ 156,652</u>

### 10 Trustees' remuneration

No remuneration or expenses was paid to any of the trustees during the year.

# Helen & Douglas House

## Notes to the Accounts (Continued) for the year ended 31st March 2005

### 11 Restricted funds

	Helen House	New Opportunities Fund	Total Helen House	Douglas House	Total
At 1st April 2004	11,202,650	30,007	11,232,657	4,508,476	15,741,133
Incoming resources	570,854	210,866	781,720	194,935	976,655
Expenditure	(1,595,325)	(220,277)	(1,815,602)	(1,134,963)	(2,950,565)
Gains/losses	690,902	-	690,902	-	690,902
At 31st March 2005	<u>£ 10,869,081</u>	<u>20,596</u>	<u>10,889,677</u>	<u>3,568,448</u>	<u>14,458,125</u>
<b>Represented by</b>					
Fixed assets	1,282,891	6,620	1,289,511	2,281,176	3,570,687
Investments	8,717,851	-	8,717,851	1,257,270	9,975,121
Current assets	939,230	25,116	964,346	60,428	1,024,774
Current liabilities	(70,891)	(11,140)	(82,031)	(30,426)	(112,457)
	<u>£ 10,869,081</u>	<u>20,596</u>	<u>10,889,677</u>	<u>3,568,448</u>	<u>14,458,125</u>

The Helen House fund represents funds raised for use at Helen House. The capital and income are to be used for running Helen House. The fund is invested in both short term deposits and investments with the Central Board of Finance of the Church of England.

The Douglas House Fund was established by donations to the building appeal. The capital and income are used for the building and running of the hospice. The fund is invested in short term deposits.

The New Opportunities Fund represents funds given by The National Lottery for 3 years to fund seven specific projects. These projects are monitored regularly by the grant making body.

### 12 Unrestricted funds

	2005	2004
General charitable funds	3,561,536	1,944,921
Non Charitable trading funds	10,592	-
	<u>£ 3,572,128</u>	<u>£ 1,944,921</u>

### 13 Capital commitments

Contracted	-	£ 78,858
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### 14 Leasing commitments

Operating lease payments amounting to £45,360 are due within one year. The leases to which these amounts relate expire as follows:-

	2005 Land and Buildings	2004 Land and Buildings
Between one and five years	<u>£ 45,360</u>	<u>£ 45,360</u>

**Helen & Douglas House**  
**Notes to the Accounts (Continued)**  
**for the year ended 31st March 2005**

**15 Transactions with related parties**

Helen & Douglas House paid rent of £30,500 to The Society of All Saints Sisters of the Poor. They also purchased from The Society a freehold property for £232,500 which was at market value. The members of Helen & Douglas House are trustees of the Society of All Saints Sisters of the Poor. A R Cooper and D W Shorey are trustees of both the company and the Society of All Saints Sisters of the Poor.

**16 Approval of accounts**

These accounts were approved by the trustees on 27th September 2005.