

**THE BUTTERFLY HOSPICE TRUST**

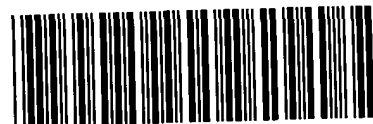
**CHARITY NO 1113697**

**COMPANY NO 05325476**

**TRUSTEES' REPORT AND UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED  
31 JULY 2014**

**HULL MATTHEWSON**  
Chartered Certified Accountants  
33 Boston Road  
Holbeach  
Lincs  
PE12 7LR

FRIDAY



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06/03/2015

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THE BUTTERFLY HOSPICE TRUST

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**THE BUTTERFLY HOSPICE TRUST**

**COMPANY INFORMATION**

**Trustees**

Yvonne Slater (Chair)  
Pamela Bell  
Arthur Fountain  
Gurdip Samra (Vice Chair)  
Christine Bonneywell  
Mark Smith  
Lorraine Lenton

**Company Number**

05325476

**Charity Number**

1113697

**Registered Office**

Rowan Way  
Boston  
Lincs  
PE21 9DH

**Accountants**

Hull Matthewson  
Chartered Certified Accountants  
33 Boston Road  
Holbeach  
Spalding  
Lincs  
PE12 7LR

**Solicitors**

Chattertons Solicitors  
28 Wide Bargate  
Boston  
Lincs  
PE21 6RT

**Bankers**

Barclays Bank plc  
55 Market Place  
Boston  
Lincs  
PE21 6LU

HSBC plc  
7 High Street  
Boston  
Lincs  
PE21 8SL

## **THE BUTTERFLY HOSPICE TRUST**

### **TRUSTEES REPORT FOR THE YEAR ENDED 31 JULY 2014**

The Trustees, who are also Directors for the purposes of the Companies Act, present their report and unaudited financial statements of the Charity for the year ended 31 July 2014.

Legal and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements and the Statement of Recommended Practice - Accounting and Reporting by Charities.

#### **Structure, Governance and Management**

##### *Governing Document*

The Butterfly Hospice Trust is a company limited by guarantee governed by its Memorandum and Articles of Association. It was incorporated on the 6 January 2005 and is a Registered Charity with the Charity Commission. Anyone over the age of 18 can become a member of the Company. Each member agrees to contribute a pound in the event of the Charity being wound up.

The Charity was previously known as "The Lincolnshire Butterfly Trust" and was run as an unincorporated Charity. All of the funds were transferred from the unincorporated Charity and are reflected in these accounts.

##### *Appointment of Trustees*

As set out in the Articles of Association the Chair and Vice Chair of the Trustees are elected by the Board of Trustees annually.

The Trustees who have served during the year and since the year end are set out on page 1.

Each Trustee is elected to serve for three years by the members attending the Annual General Meeting. The Trustees may also co-opt additional potential Trustees who must then seek election by the members at the Annual General Meeting following their co-option. The Trustees have the power to seek the attendance at Trustees meetings of further people to fill specialist roles.

All members are circulated with invitations to nominate Trustees prior to the Annual General Meeting advising them of the retiring Trustees and requesting nominations for the Annual General Meeting. When considering co-opting Trustees, the Board has regard to the requirement for any specialist skills needed.

##### *Trustees Induction and Training*

New Trustees undergo an orientation day to brief them on their legal obligations under Charity and Company Law, the content of the Memorandum and Articles of Association, the committee and decision making processes, the business plan and recent financial performance of the Charity. During the induction day they meet key employees and other Trustees. Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role.

##### *Organisation*

The Board of Trustees administers the Charity and meets monthly. There are various sub-committees including those that cover development and fundraising, which meet regularly. There can be up to a maximum of 17 Trustees. Currently there are 7 Trustees.

The strategy of the organisation is decided by the Trustees and passed down to the Chief Executive who is accountable to the Board of Trustees. The Chief Executive makes decisions based upon direction received from the Board and, through the medium of regular updates, reports back to the Trustees all significant action taken or decisions made.

The management structure of the organisation is regularly reviewed to ensure that it meets the ongoing needs of the Trust.

Communication across the organisation and the community is enhanced by the issue of a regular newsletter, which is prepared by volunteers.

##### *Relationships with other organisations*

The Trust continues to maintain relationships with a wide range of local and regional organisations which include other local Third Sector organisations, local councils, Lincolnshire NHS Trusts, Clinical Commissioning Groups and others.

**TRUSTEES REPORT FOR THE**  
**YEAR ENDED 31 JULY 2014**

**Objectives and Activities**

The Charity's objective is:-

" to relieve sickness and suffering and to promote the spiritual well being of young people and adults in South East Lincolnshire requiring palliative care by the establishment and maintenance of a hospice and associated services"

*Strategy for achieving the Charity's objectives*

Our strategy for achieving our objectives continues to be by developing our organisation and encouraging interaction and activities with the various communities supporting the hospice. This is done following community consultation and internal discussion of the priorities raised. Throughout the year discussions were ongoing with a variety of organisations concerning the precise nature of services to be provided from the building, their commissioning and the levels of payment likely to be forthcoming by commissioners.

In regard to income generation we have a wide programme of fundraising events planned for the next twelve months and these, together with our retail activity and the highly valued efforts of a number of other community organisations and corporate supporters, will continue to increase our funds. We continue to provide speakers to other local organisations in order to widen community understanding and support for our aims and objectives.

**Achievements and Performance**

The past 12 months has seen the trust taking major steps forward in establishing the necessary protocols, policies, agreements and funding in order to become more ready for the opening of the in-patient unit and having patients admitted to the beds. Our dedicated chief executive and her hardworking management team have made significant changes to the trust's policies and procedures and in the overall administrative and management structure of the organisation. In approving these many changes the trustees have ensured that the trust is well ready to meet current and future demands in terms of being a charity and also as a major participant for end-of-life and palliative care for our local communities. Our education and training workshops for our volunteers, receptionists and retail staff have been very successful and have been welcomed by our diverse attendees. Also, our trustees have continued to recognise the need for development and workshops have been made available to compliment the already high level of skills and attribute within the board of trustees. The trusts retail staff has again produced outstanding results and we look forward towards further development and greater profitability as targets are increased and our support from the community grows.

Additionally, the trust continues to receive outstanding support from our many volunteers, individuals and communities. This dedication and generosity is always highly valued and very much appreciated. The community continue year after year, to work tirelessly on our behalf. Additionally, civic, corporate and commercial approval continues and like ourselves, many of our sponsors are looking forward to giving their support to our in-patient services.

Although there have been many positive aspects to the Trust's fundraising efforts, it has also been extremely frustrating for our members and supporters alike. In 2012/13 we welcomed the introduction of the clinical commissioning groups and a complete change in the overall structure for the provision of clinical services. During the earlier part of 2013/14 it was appreciated that any new system required time to settle down and for changes in procedures and operation to be implemented and established. However, the trust maintained its positive approach and remained in close liaison with the clinical commissioning group. It was noted that the ongoing action, development and improvement within the trust ensured that, in early 2014, we were able and ready to enter into initial contract negotiations with the clinical commissioning group for the provision of end-of-life and palliative care beds with total confidence and credibility. Working very closely with Lincolnshire Community Health Services (LCHS) we were able to underline our determination and to demonstrate our resources and facilities to move forward to meet the palliative care needs for our communities.

In co-operation with our clinical partners we were able to invest and ensure our in-patient-unit met the exacting care required by the high standards of the care quality commission and the clinical commissioning group. Working closely with LCHS our ongoing negotiations were successful. Together, we were awarded the contract for the provision of a 6-bedded in-patient-unit for our local communities. After many years of total support from our volunteers, the community and our trustees, we succeeded in providing what our communities have needed for many years - a local hospice serving local needs. It was a day of great celebration on 4th August 2014 when we were formally able to 'cut the ribbon' and declare the hospice open! We now look forward to the arrival of our first patient.

Having succeeded in this major step we can now plan for the future with the trust moving forward towards the completion of phases 2 and 3 of the hospice. We are all confident, that with the continued support of our volunteers and communities, the enhanced hospice with its many additional support and care services for the local community will become a reality.

Detailed information regarding our financial position can be found in the financial review later in this report and in the attached accounts.

## THE BUTTERFLY HOSPICE TRUST

### TRUSTEES REPORT FOR THE YEAR ENDED 31 JULY 2014

#### **Risk Management**

The trustees have a risk management strategy which comprises :-

- A quarterly review of the risks the charity may face is carried out by the senior managers and then presented to the trustee board
- Financial risk is a fixed item on the agenda of the monthly trustee board meeting
- The establishment of systems, actions and procedures to mitigate any potential impact on the charity

This work has identified a range of risks and strategies for dealing with them

#### **Investment Policy**

The Trust seeks to maximise income without putting funds at risk. Given that building was recently completed, in the short term it is not possible to place money in any long term investment vehicles.

The Trustees will continue to monitor the needs for investing funds on a regular basis.

#### **Financial Review**

During the year, the Charity raised **£393,868** from the general public and other agencies to carry out the objectives mentioned above. Of this amount **£320,527** was used in the current year. This left the Charity with a surplus of **£73,341** to add to its reserves brought forward, which now stand at **£1,399,441** of which **£1,023,095** relates to unrestricted reserves and **£376,347** to restricted reserves.

The Directors are reasonably satisfied with the surplus raised during the year from the fundraising activities both as an amount and as a proportion of total funds raised. This enables the Charity to continue to raise funds to run a hospice and associated support services. They are, however, very aware that there is much more to be done.

#### *Principal Funding Sources*

The principal ongoing funding sources for the charity are currently by way of donations, fundraising activities and our retail division consisting of shops in Boston and Spalding and the warehouse.

#### **Reserves Policy**

The Board of Trustees conducts an annual review of the level of unrestricted reserves not committed or invested in tangible fixed assets ( ' the free reserves ' ) in the General Fund, by considering the risks associated with the various income streams, expenditure plans and Balance Sheet items. This enables an estimate to be made of the level of reserves that are sufficient:

- i) to allow for reorganisation in the event of a downturn of income or asset values
- ii) to protect ongoing work programmes

Under the constitution, the Charity has the power to make any investment which the Trustees see fit provided appropriate advice is taken from a professionally qualified person under the Financial Services Act 1986.

**THE BUTTERFLY HOSPICE TRUST**

**TRUSTEES REPORT FOR THE**  
**YEAR ENDED 31 JULY 2014**

**Trustees' responsibilities in relation to the financial statements**

The trustees are responsible for preparing the annual report and the financial statements in accordance with applicable Law and United Kingdom Generally Accepted Accounting Practice. This report has been prepared in accordance with the Small Company regime Section 419(2) of the Companies Act 2006.

Law applicable to Charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the Charity's financial activities during the year and of its financial position at the end of the year. In preparing those financial statements, the trustees are required to :

- a) select suitable accounting policies and then apply them consistently
- b) make judgements and estimates that are reasonable and prudent
- c) state whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements
- d) prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The Trustees are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with applicable law and regulations. 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.

**Approval**

This report was approved by the trustees on ...3/3/15... and signed on their behalf



**Chairman/ Director**  
Yvonne Slater

**THE BUTTERFLY HOSPICE TRUST**

**INDEPENDENT EXAMINERS REPORT FOR THE**  
**YEAR ENDED 31 JULY 2014**

We have examined the financial statements on pages 7 to 15 which have been prepared under the accounting policies set out on page 9.

**Respective responsibilities of trustees and examiner**

As the Charity's Trustees you are responsible for the preparation of the accounts, you consider that the audit requirement of section 144 of the Charities Act 2011 (the Act) does not apply. It is our responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 145(5)(b) of the Act, whether particular matters have come to our attention.

**Basis of independent examiners report**

Our examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently we do not express an audit opinion on the view given by the accounts.

**Independent examiner's statement**

In connection with our examination, no matter has come to our attention:

- (1) which gives us reasonable cause to believe that in any material respect the requirements to keep accounting records in accordance with section 130 of the Act; and to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act have not been met; or
- (2) to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached
- (3) which gives us reasonable cause to believe that in any material respect the accounting rules of the Charity's Constitution have not been met.



Hull Matthewson  
Chartered Certified Accountants  
33 Boston Road  
Holbeach  
Spalding  
Lincs  
PE12 7LR  
Date 4/3/15



**THE BUTTERFLY HOSPICE TRUST**

**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED**  
**31 JULY 2014**

	<u>Notes</u>	<u>Unrestricted</u> <u>General</u> <u>Funds</u> <u>£</u>	<u>Restricted</u> <u>Funds</u> <u>£</u>	<u>Total</u> <u>Funds</u> <u>2014</u> <u>£</u>	<u>Total</u> <u>Funds</u> <u>2013</u> <u>£</u>
<b>Incoming Resources</b>					
<i>Incoming resources from generated funds:-</i>					
<u>Voluntary income</u>					
Donations	2	82,087	32,520	114,606	73,438
Fundraising events		39,363	-	39,363	46,153
Charitable trading income	3	235,079	-	235,079	178,079
Gift aid		2,341	-	2,341	509
Investment income		1	-	1	51
Room hire		143	-	143	1,752
Administration charges		-	-	-	15
Other income		2,335	-	2,335	-
<b>Total Incoming Resources</b>		<b>361,348</b>	<b>32,520</b>	<b>393,868</b>	<b>299,997</b>
<b>Resources Expended</b>					
<i>Costs of generating funds</i>					
Shop expenditure	4	93,834	593	94,428	85,406
Warehouse expenditure	5	46,301	440	46,741	25,793
Fund raising costs		39,488	4,944	44,432	18,483
<b>Charitable Activities :-</b>					
Management and administration	6	95,522	188	95,710	161,969
Hospice preparatory costs	7	34,626	4,590	39,216	2,747
<b>Total Resources Expended</b>		<b>309,772</b>	<b>10,756</b>	<b>320,527</b>	<b>294,398</b>
<b>Net Incoming Resources Before Transfers</b>		<b>51,577</b>	<b>21,764</b>	<b>73,341</b>	<b>5,599</b>
<b>Net Incoming Resources</b>					
<b>Transfers Between Funds</b>		<b>21,941</b>	<b>(21,941)</b>	<b>-</b>	<b>-</b>
<b>Total Funds Brought Forward</b>		<b>949,577</b>	<b>376,524</b>	<b>1,326,101</b>	<b>1,320,502</b>
<b>Total Funds Carried Forward</b>		<b>1,023,095</b>	<b>376,347</b>	<b>1,399,441</b>	<b>1,326,101</b>

**THE BUTTERFLY HOSPICE TRUST**  
**BALANCE SHEET AS AT 31 JULY 2014**

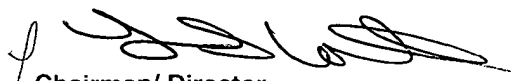
	<u>Notes</u>	<u>Unrestricted</u> <u>General</u> <u>Funds</u> £	<u>Restricted</u> <u>Funds</u> £	<u>Total</u> <u>Funds</u> <u>2014</u> £	<u>Total</u> <u>Funds</u> <u>2013</u> £
<b>Fixed Assets</b>					
Tangible assets	9	857,985	344,541	1,202,526	1,150,065
<b>Current Assets</b>					
Debtors	10	9,815	977	10,792	14,033
Cash at Bank	11	166,921	31,101	198,022	176,087
		176,736	32,078	208,814	190,120
<b>Creditors:</b>					
Amounts falling due within one year	12	(11,628)	(272)	(11,900)	(14,084)
<b>Net Current Assets</b>		165,108	31,806	196,914	176,036
<b>Total Assets Less Current Liabilities</b>	15	1,023,095	376,347	1,399,440	1,326,101
<b>Total Funds</b>	16	1,023,095	376,347	1,399,440	1,326,101

For the year ended 31 July 2014 the Company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies. The members have not required the Company to obtain an audit in accordance with section 476 of the Companies Act 2006. The Director's acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and for preparation of the accounts.

The trustees acknowledge their responsibilities for:

- (i) Ensuring that the company keeps proper accounting records which comply with section 386 of the Act, and
- (ii) preparing financial statements which give a true and fair view of the state of affairs of the Company as at the end of the financial year and of its net incoming or outgoing resources for the financial year in accordance with the requirements of section 394 and 395, and which otherwise comply with the requirements of the Act relating to the financial statements, so far as applicable to the Company.

Approved by the trustees on ...3/3/15... and signed on their behalf.

  
Chairman/ Director  
Yvonne Slator

**THE BUTTERFLY HOSPICE TRUST**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED**  
**31 JULY 2014**

**1 Accounting Policies**

**Basis of Preparation of Financial Statements**

The financial statements are prepared under the historical cost convention and include the results of the Charity's operations all of which are continuing.

The accounts have been prepared in accordance with the Statement of Recommended Practice "Accounting and Reporting by Charities " (SORP 2005) and the Companies Act 2006.

**Going Concern**

The trustees expect the company to remain a going concern for the foreseeable future and consider it appropriate to prepare the accounts on a going concern basis.

**Definition of Funds**

Unrestricted General Funds are those available for general use by the Charity, without restriction.

Restricted Funds are to be used for specific purposes as stipulated by the donor. Expenditure which meets these criteria is charged by the Charity itself as an organisation to the fund together with a fair allocation of management and administration costs.

The aim and use of each fund is set out in the notes to the Financial Statements.

**Incoming Resources**

Voluntary Income is included in full in the Statement of Financial Activities when receivable. The value of services provided by volunteers has not been included.

Grants, including grants for the purchase of fixed assets, are recognised in full in the Statement of Financial Activities when receivable.

Grants received towards tangible fixed assets are credited to an appropriate fund, whose balance is treated as deferred income. The appropriate fund is released to income and expenditure over the economic useful life of the assets concerned, to offset the effects of depreciation of those assets, which are capitalised and depreciated in accordance with generally accepted accounting principles.

Investment Income is recognised in full in the Statement of Financial Activities when receivable.

No permanent endowments have been received in the period.

**Resources Expended**

Expenditure is included on an accruals basis.

Costs of generating funds include expenditure relating to raising the profile of the Charity.

Activities to further the Charity's objectives comprise all expenditure directly relating to the objectives of the Charity.

Management and administration comprises of costs for the running of the Charity

Resources expended are allocated to the particular activity where the cost relates directly to that activity.

# **THE BUTTERFLY HOSPICE TRUST**

## **NOTES TO THE FINANCIAL STATEMENTS** **FOR THE YEAR ENDED** **31 JULY 2014**

### **Value Added Tax**

The retail section of the Charity was registered for Value Added Tax on the 1st May 2009 when the opening of the Spalding shop took us over the threshold for registration.

Value Added Tax is only recoverable on the costs relating to the retail outlets. The VAT on all other Charitable activities is non recoverable.

### **Depreciation of Tangible Fixed Assets**

Tangible Fixed Assets are stated at cost or valuation less depreciation. Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets, less their estimated residual value, over their expected useful lives on the following basis:

Shop Equipment	15% per annum on reducing balance
Computer Equipment	33.33% per annum on reducing balance
Motor Vehicles	25% per annum on reducing balance

Hospice fixtures & fittings, land and buildings are not in use and therefore no depreciation has been charged

### **Taxation**

No provision has been made for corporation tax or deferred tax as the Charitable Company is a registered Charity and is therefore exempt.

### **2 Donations**

	<u>Unrestricted</u> <u>General</u> <u>Funds</u> £	<u>Restricted</u> <u>Funds</u> £	<u>Total</u> <u>Funds</u> <u>2014</u> £	<u>Total</u> <u>Funds</u> <u>2013</u> £
General donations	34,637	32,520	67,156	49,434
Legacy	29,220	-	29,220	-
Grants and trusts	15,505	-	15,505	21,000
Lottery	2,725	-	2,725	3,004
	<u>82,087</u>	<u>32,520</u>	<u>114,606</u>	<u>73,438</u>

### **3 Charitable Trading Income**

	<u>Unrestricted</u> <u>General</u> <u>Funds</u> £	<u>Restricted</u> <u>Funds</u> £	<u>Total</u> <u>Funds</u> <u>2014</u> £	<u>Total</u> <u>Funds</u> <u>2013</u> £
Shop income	193,826	-	193,826	159,558
Auction income	41,253	-	41,253	18,522
	<u>235,079</u>	<u>-</u>	<u>235,079</u>	<u>178,079</u>

**THE BUTTERFLY HOSPICE TRUST**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED  
31 JULY 2014**

**4 Shop Expenditure**

	<u>Unrestricted</u> <u>General</u> <u>Funds</u> £	<u>Restricted</u> <u>Funds</u> £	<u>Total</u> <u>Funds</u> <u>2014</u> £	<u>Total</u> <u>Funds</u> <u>2013</u> £
Staff costs	35,778	-	35,778	39,669
Rent	34,255	-	34,255	22,800
Rates and water usage	4,168	-	4,168	2,101
Insurance	1,480	-	1,480	339
Light and heat	1,153	-	1,153	3,120
Telephone	764	-	764	1,174
Travel	138	-	138	192
Postage, stationery and advertising	788	-	788	335
Repairs and renewals	801	593	1,394	1,724
Sundry expenses	1,516	-	1,516	784
Warehouse contributions	12,000	-	12,000	12,000
Depreciation	994	-	994	1,169
	<b>93,834</b>	<b>593</b>	<b>94,428</b>	<b>85,406</b>

**5 Warehouse costs**

	<u>Unrestricted</u> <u>General</u> <u>Funds</u> £	<u>Restricted</u> <u>Funds</u> £	<u>Total</u> <u>Funds</u> <u>2014</u> £	<u>Total</u> <u>Funds</u> <u>2013</u> £
Staff costs	34,086	-	34,086	17,849
Rent	8,810	-	8,810	4,400
Rates and water usage	3,789	-	3,789	943
Insurance	1,212	-	1,212	300
Light and heat	1,712	-	1,712	519
Telephone	486	-	486	469
Motor expenses	4,387	327	4,714	6,963
Shop contribution	(12,000)	-	(12,000)	(12,000)
Sundry expenses	748	113	860	538
Postage, stationery and advertising	138	-	138	498
Waste disposal	-	-	-	205
Depreciation	1,906	-	1,906	2,541
Selling fees	1,028	-	1,028	2,568
	<b>46,301</b>	<b>440</b>	<b>46,741</b>	<b>25,793</b>

**6 Management and Administration**

	<u>Unrestricted</u> <u>General</u> <u>Funds</u> £	<u>Restricted</u> <u>Funds</u> £	<u>Total</u> <u>Funds</u> <u>2014</u> £	<u>Total</u> <u>Funds</u> <u>2013</u> £
Staff costs	62,425	-	62,425	128,087
Light and heat	4,334	-	4,334	2,151
Travelling expenses	1,281	-	1,281	1,287
Courses	-	-	-	764
Rates and water usage	645	-	645	561
Insurance	4,310	-	4,310	6,453
Telephone and internet costs	2,018	-	2,018	2,215
Repairs and renewals	8,786	77	8,863	9,753
Printing	1,492	-	1,492	24
Postage stationery and advertising	1,723	-	1,723	1,364
Legal and professional fees	1,343	-	1,343	336
Accountancy and bookkeeping	5,584	-	5,584	7,410
Payroll services	388	-	388	641
Sundry expenses	896	-	896	557
Depreciation	292	276	567	553
Release of grant (note 13)	-	(165)	(165)	(276)
Bank charges	6	-	6	89
	<b>95,522</b>	<b>188</b>	<b>95,710</b>	<b>161,969</b>

THE BUTTERFLY HOSPICE TRUST

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED  
31 JULY 2014

7 Hospice Preparatory Costs

	<u>Unrestricted</u> <u>General</u> <u>Funds</u> £	<u>Restricted</u> <u>Funds</u> £	<u>Total</u> <u>Funds</u> <u>2014</u> £	<u>Total</u> <u>Funds</u> <u>2013</u> £
Light and heat	2,535	-	2,535	8
Building maintenance	-	-	-	662
Equipment maintenance	866	4,410	5,276	1,761
Postage, stationery and advertising	-	-	-	70
Cleaning	57	-	57	35
Sundry expenses	138	-	138	12
Depreciation	-	180	180	200
Wages and salaries	31,030	-	31,030	-
	<u>34,626</u>	<u>4,590</u>	<u>39,216</u>	<u>2,747</u>

**THE BUTTERFLY HOSPICE TRUST**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED  
31 JULY 2014**

**7 Net Incoming Resources**

	<u>2014</u>	<u>2013</u>
	£	£
This is stated after charging :		
Depreciation of tangible fixed assets	<u>3,647</u>	<u>4,462</u>

**8 Staff Costs**

The Trustees were not remunerated or reimbursed for any of their expenses in the year.

In addition, a great amount of time, the value of which it is impossible to reflect in these Financial Statements is donated by our volunteers.

**9 Schedule of Fixed Assets**

	<u>Hospice</u>					<u>Computer</u>	<u>Total</u>
	<u>Building</u>	<u>Fixtures &amp; Fittings</u>	<u>Shop Equipment</u>	<u>Motor Vehicles</u>	<u>Land</u>	<u>Equipment</u>	£
<u>Cost</u>	£	£	£	£	£	£	£
At beginning of year	889,532	128,183	17,084	11,530	117,210	20,832	1,184,371
Additions	20,717	34,793	-	-	-	597	56,108
	<u>910,249</u>	<u>162,976</u>	<u>17,084</u>	<u>11,530</u>	<u>117,210</u>	<u>21,429</u>	<u>1,240,479</u>
<u>Depreciation</u>							
At beginning of year	-	200	10,470	3,908	-	19,726	34,304
Charge for year	-	180	994	1,906	-	567	3,647
	<u>-</u>	<u>380</u>	<u>11,464</u>	<u>5,814</u>	<u>-</u>	<u>20,294</u>	<u>37,952</u>
<u>Net Book Value</u>							
At 31 July 2014	<u>910,249</u>	<u>162,596</u>	<u>5,620</u>	<u>5,716</u>	<u>117,210</u>	<u>1,135</u>	<u>1,202,527</u>
At 31 July 2013	<u>889,532</u>	<u>127,980</u>	<u>6,614</u>	<u>7,622</u>	<u>117,210</u>	<u>1,107</u>	<u>1,150,065</u>
The Net Book Value at 31 July 2014 Represents Fixed Assets used for:							
Unrestricted General Funds	685,735	48,311	5,620	525	117,210	584	857,985
Restricted Funds	224,514	114,285	-	5,191	-	551	344,541
	<u>910,249</u>	<u>162,596</u>	<u>5,620</u>	<u>5,716</u>	<u>117,210</u>	<u>1,135</u>	<u>1,202,526</u>

**10 Debtors**

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>	<u>Total</u>
	<u>General</u>	<u>Funds</u>	<u>Funds</u>	<u>Funds</u>
	<u>Funds</u>	£	<u>2014</u>	<u>2013</u>
	£		£	£
Debtors	1,724	-	1,724	2,054
New build VAT	2,234	-	2,234	2,234
VAT	2,730	-	2,730	1,723
Prepayments and Accrued Income	3,127	977	4,104	8,022
	<u>9,815</u>	<u>977</u>	<u>10,792</u>	<u>14,033</u>

**THE BUTTERFLY HOSPICE TRUST**

**NOTES TO THE FINANCIAL STATEMENTS**  
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**11 Cash at Bank and in Hand**

	<u>Unrestricted</u> <u>General</u> <u>Funds</u> £	<u>Restricted</u> <u>Funds</u> £	<u>Total</u> <u>Funds</u> <u>2014</u> £	<u>Total</u> <u>Funds</u> <u>2013</u> £
Current Account	89,731	-	89,731	53,298
Shop Account	71,870	29,101	100,970	121,191
Shop floats & petty cash	5,070	2,000	7,070	1,565
Held on eBay	250	-	250	34
	<u>166,921</u>	<u>31,101</u>	<u>198,022</u>	<u>176,087</u>

**12 Creditors: Amounts falling due within one year**

	<u>Unrestricted</u> <u>General</u> <u>Funds</u> £	<u>Restricted</u> <u>Funds</u> £	<u>Total</u> <u>Funds</u> <u>2014</u> £	<u>Total</u> <u>Funds</u> <u>2013</u> £
Accruals	6,017	-	6,017	4,622
Creditors	1,617	(57)	1,560	3,558
500 club refunds	-	-	-	720
Other creditors	3,994	-	3,994	4,690
Fixed Asset Funds (see note 13)	-	329	329	494
	<u>11,628</u>	<u>272</u>	<u>11,900</u>	<u>14,084</u>

**13 Fixed Asset Funds**

The purpose of the fixed asset fund is to reflect the receipt of grant assistance towards the purchase of tangible fixed assets, and to spread the release of those grants over the economic useful lives of the assets in question, to offset the impact of depreciation.

	<u>Unrestricted</u> <u>Funds</u> £	<u>Restricted</u> <u>Funds</u> £	<u>Total Funds</u> <u>2014</u> £	<u>Total Funds</u> <u>2013</u> £
Grants Brought Forward	-	10,166	10,166	10,166
Grant Released Brought Forward	-	(9,672)	(9,672)	(9,396)
Released during the year	-	(165)	(165)	(276)
Balance at the end of the year	<u>-</u>	<u>329</u>	<u>329</u>	<u>494</u>



**THE BUTTERFLY HOSPICE TRUST**  
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**15 Analysis of Net Assets Between Funds**

	<u>Unrestricted</u> <u>General</u> <u>Funds</u> £	<u>Restricted</u> <u>Funds</u> £	<u>Total</u> <u>Funds</u> <u>2013</u> £	<u>Total</u> <u>Funds</u> <u>2012</u> £
Tangible Fixed Assets	857,985	344,541	1,202,526	1,150,065
Debtors	4,851	977	5,828	10,076
VAT	4,964	-	4,964	3,957
Cash at Bank and in Hand	166,921	31,101	198,022	176,087
Other Creditors	(3,994)	-	(3,994)	(5,410)
Accruals	(6,017)	-	(6,017)	(4,622)
Creditors	(1,617)	57	(1,560)	(3,558)
Fixed Asset Funds	-	(329)	(329)	(494)
	<u>1,023,093</u>	<u>376,347</u>	<u>1,399,440</u>	<u>1,326,101</u>

<b>16 Movements In Funds</b>	<u>At 1st August</u> <u>2013</u>	<u>Incoming</u> <u>Resources</u>	<u>Outgoing</u> <u>Resources</u>	<u>Transfers</u>	<u>At 31 July</u> <u>2014</u>
<b>Restricted Funds</b>					
Building and equipment fund	376,524	32,520	(10,756)	(21,941)	376,347
Total Restricted Funds	<u>376,524</u>	<u>32,520</u>	<u>10,756</u>	<u>(21,941)</u>	<u>376,347</u>
<b>Unrestricted Funds</b>					
General Funds	949,577	361,348	(309,772)	21,941	1,023,095
Total Unrestricted Funds	<u>949,577</u>	<u>361,348</u>	<u>309,772</u>	<u>21,941</u>	<u>1,023,095</u>
Total Funds	<u>1,326,101</u>	<u>393,868</u>	<u>320,527</u>	<u>-</u>	<u>1,399,440</u>

**Purposes of Restricted Funds**

**Building and Equipment Fund**

This fund relates to specific funds allocated to the building and equipment for the Hospice.