

Company registration number: 05325476

Charity registration number: 1113697

The Butterfly Hospice Trust

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 July 2018

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The Butterfly Hospice Trust

Contents

Reference and Administrative Details	1
Strategic Report	2 to 3
Trustees' Report	4 to 5
Statement of Trustees' Responsibilities	6
Independent Examiner's Report	7
Statement of Financial Activities	8
Balance Sheet	9
Notes to the Financial Statements	10 to 18

The Butterfly Hospice Trust

Reference and Administrative Details

Trustees

Lorraine Lenton, Chair
Yvonne Slater, Vice Chair
Gurdip Samra
Pamela Bell
Arthur Fountain (retired 20 December 2017)
Christine Bonneywell
Mark Smith
Alison Marriott (resigned 18 October 2017)
Alan Coupland (appointed 4 October 2017)
Nicola Richardson

Principal Office

Rowan Way
Boston
Lincolnshire
PE21 9DH

Company Registration Number

05325476

Charity Registration Number

1113697

Solicitors

Chattertons Solicitors
28 Wide Bargate
Boston
Lincolnshire
PE21 6RT

Bankers

Barclays Bank plc
55 Market Place
Boston
Lincolnshire
PE21 6LU

Independent Examiner

Bulley Davey Limited
Chartered Certified Accountants
33 Boston Road
Holbeach
Spalding
Lincolnshire
PE12 7LR

The Butterfly Hospice Trust

Strategic Report for the Year Ended 31 July 2018

The trustees, who are directors for the purposes of company law, present their strategic report for the year ended 31 July 2018, in compliance with s414C of the Companies Act 2006.

Achievements and performance

In 2017/18, the trust continued to develop existing fundraising events such as the Butterfly Release, The Big Bike Ride and the annual Light up a Life Remembrance Service but also introduced a new event last year – The Firewalk. All events were well received by the public.

A Lottery Co-ordinator was appointed in January to set up and promote the Unity lottery. For every £1 entry the Butterfly Hospice Trust receives 50p. This is an important new income stream.

The hospice received a kind donation of a car which was sold and a small van purchased which has proved really useful in terms of enabling the transportation of people and equipment to events as well as transporting goods and donations to the retail outlets.

We continue to develop relationships with Businesses in the community. Marks and Spencer Spalding funded a memory tree which is located in the reception area of the hospice where it can be viewed by patients, staff and visitors. The memory tree is a beautiful handcrafted art feature. People may purchase a heart, leaf or eternal bird which can be engraved with the name of someone special they wish to remember and displayed on the tree.

The trust was fortunate to receive a £10,000 grant from the Bromhead Trust which was used to reconfigure the rooms within the hospice building. The reconfiguring of the rooms in the Inpatient unit means that there is no longer a twin bedded room and the unit now has six individual patient rooms providing comfort privacy for our patients.

We continue to communicate with our clinical partners and share relevant quality data so as to monitor and improve the experience of patients, their carers and families.

Lincolnshire Community Health Service nurses presented at Hospice UK National Conference, their presentation covered the challenges faced by a nurse led unit.

Work to create a commemorative garden was completed. This has created a relaxing outdoor space for people to enjoy particularly in the summer months.

The Family Lounge was redecorated and a water cooler installed for the benefit of patients and families.

The delivery of services is supported by volunteers who add value to the IPU as well as to the trust. They support paid staff in the day to day activities of providing care and hospitality and help to raise funds.

Financial review

During the year, the charity raised £623,875 from the general public and other agencies to carry out the objectives mentioned above. Of this amount £528,067 was used in the current year. This left the charity with a surplus of £95,808 to add to its reserves brought forward.

The directors are satisfied with the surplus made 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.

The Butterfly Hospice Trust

Strategic Report for the Year Ended 31 July 2018

Policy on reserves

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.

Principal funding sources

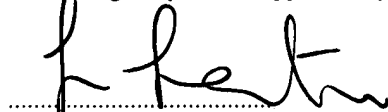
The principal ongoing funding sources for the charity are currently by way of donations, fundraising activities and our retail division consisting of premises in Boston, Spalding and Skegness, and shortly to include Louth.

Investment policy and objectives

The trust seeks to maximise income without putting funds at risk.

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

The strategic report was approved by the trustees of the charity on 13-3-19 and signed on its behalf by:



Lorraine Lenton
Trustee, Chair

The Butterfly Hospice Trust

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 July 2018.

Objectives and activities

Objects and aims

The charity's objective is: -

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

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 achieved by networking, consultation with our partners and communities. Trust and Clinical Staff and Volunteers are encouraged to participate in internal discussions and support the prioritising of various areas of development. The Trust continues to develop partnership working and to encourage multi service use of the Hospice for the benefit of Patients and Families.

The ongoing working relationship the Trust continues to develop with the Commissioners is vital to ensure the provision of services most needed to serve out communities.

Fundraising is vital and we have an ongoing 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.

Public benefit

The activities undertaken by the charity to further public benefit include the provision of free 24-hour patient care in the hospice for those who need it funded by the income taken from the shops under the control of the charity and the fundraising events carried out.

The trustees confirm that they have complied with the requirements of section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Structure, governance and management

Nature of governing document

The Butterfly Hospice Trust is a company limited by guarantee and governed by its memorandum and articles of association. It was incorporated on 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.

Recruitment and 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.

The Butterfly Hospice Trust

Trustees' Report

Induction and training of trustees

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. The induction also requires new trustees to familiarise themselves with all policies and procedures currently in place.

Organisational structure

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 8 trustees.

The strategy of the organisation is decided by the trustees and passed down to the trust manager who is accountable to the board of trustees. The trust manager 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.

Relationships with related parties

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.

Financial instruments

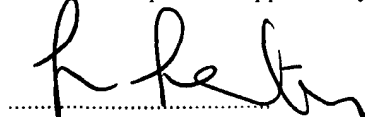
Objectives and policies

The charity's activities expose it to a number of financial risks including credit risk, cash flow risk and liquidity risk. The use of financial derivatives is governed by the charity's policies approved by the board of trustees, which provide written principles on the use of financial derivatives to manage these risks. The charity does not use derivative financial instruments for speculative purposes.

Credit risk

The charity's principal financial assets are bank balances and cash, trade and other receivables, and investments. The charity's credit risk is primarily attributable to its trade receivables. The amounts presented in the balance sheet are net of allowances for doubtful receivables. An allowance for impairment is made where there is an identified loss event which, based on previous experience, is evidence of a reduction in the recoverability of the cash flows. The credit risk on liquid funds and derivative financial instruments is limited because the counterparties are banks with high credit-ratings assigned by international credit-rating agencies. The charity has no significant concentration of credit risk, with exposure spread over a large number of counterparties and customers.

The annual report was approved by the trustees of the charity on 13-3-19 and signed on its behalf by:



Lorraine Lenton
Trustee, Chair

The Butterfly Hospice Trust

Statement of Trustees' Responsibilities

The trustees (who are also the directors of The Butterfly Hospice Trust for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. 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 its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

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

The trustees are responsible for keeping 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 are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the trustees of the charity on 13.3.19 and signed on its behalf by:



Lorraine Lenton
Trustee, Chair

The Butterfly Hospice Trust

Independent Examiner's Report to the trustees of The Butterfly Hospice Trust

I report on the accounts of the charity for the year ended 31 July 2018 which are set out on pages 8 to 18.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of Institute of Chartered Accountants in England and Wales.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. 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 no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

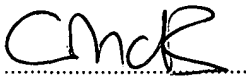
In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Christopher McKenna ACA

Bulley Davey Limited
Chartered Certified Accountants
33 Boston Road
Holbeach
Spalding
Lincolnshire
PE12 7LR

Date: 21/3/19

The Butterfly Hospice Trust

Statement of Financial Activities for the Year Ended 31 July 2018

(Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Restricted funds £	Total 2018 £	Total 2017 £
Income and Endowments from:					
Donations and legacies	3	206,067	37,071	243,138	225,768
Fundraising events		72,123	272	72,395	63,806
Charitable trading income		301,976	-	301,976	303,217
Investment income	5	369	-	369	10
Meal income		5,997	-	5,997	5,206
Total Income		586,532	37,343	623,875	598,007
Expenditure on:					
<i>Costs of generating funds</i>					
Shop and furniture and electrical expenditure	6	(143,089)	-	(143,089)	(129,219)
Warehouse expenditure	6	(33,514)	(2,498)	(36,012)	(34,146)
Fundraising costs		(44,624)	(7,554)	(52,178)	(26,740)
		<u>(221,227)</u>	<u>(10,052)</u>	<u>(231,279)</u>	<u>(190,105)</u>
<i>Charitable activities</i>					
Management and administration	7	(138,267)	(889)	(139,156)	(128,794)
Hospice costs	7	(150,225)	(7,407)	(157,632)	(141,202)
		<u>(288,492)</u>	<u>(8,296)</u>	<u>(296,788)</u>	<u>(269,996)</u>
Total expenditure		(509,719)	(18,348)	(528,067)	(460,101)
Net income		76,813	18,995	95,808	137,906
Net movement in funds		76,813	18,995	95,808	137,906
Reconciliation of funds					
Total funds brought forward		1,230,673	414,949	1,645,622	1,507,716
Total funds carried forward	16	<u>1,307,486</u>	<u>433,944</u>	<u>1,741,430</u>	<u>1,645,622</u>

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2017 is shown in note 16.

The Butterfly Hospice Trust
(Registration number: 05325476)
Balance Sheet as at 31 July 2018

	Note	2018 £	2017 £
Fixed assets			
Tangible assets	11	1,193,551	1,173,842
Current assets			
Debtors	12	10,704	7,929
Cash at bank and in hand	13	556,188	478,638
		566,892	486,567
Creditors: Amounts falling due within one year	14	(19,014)	(14,787)
Net current assets		547,878	471,780
Net assets		1,741,429	1,645,622
Funds of the charity:			
Restricted funds		433,944	414,949
Unrestricted income funds			
Unrestricted funds		1,307,486	1,230,673
Total funds	16	1,741,430	1,645,622

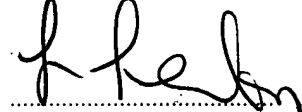
For the financial year ending 31 July 2018 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements on pages 8 to 18 were approved by the trustees, and authorised for issue on 13-1-19 and signed on their behalf by:



Lorraine Lenton
Trustee, Chair



Yvonne Slater
Trustee, Vice Chair

The Butterfly Hospice Trust

Notes to the Financial Statements for the Year Ended 31 July 2018

1 Charity status

The charity is a charity limited by guarantee and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Basis of preparation

The Butterfly Hospice Trust meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

Exemption from preparing a cash flow statement

The charity opted to early adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

Income and endowments

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of the income receivable can be measured reliably.

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Deferred income

Deferred income represents amounts received for future periods and is released to incoming resources in the period for which, it has been received. Such income is only deferred when:

- The donor specifies that the grant or donation must only be used in future accounting periods; or
- The donor has imposed conditions which must be met before the charity has unconditional entitlement.

The Butterfly Hospice Trust

Notes to the Financial Statements for the Year Ended 31 July 2018

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the 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 of the 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.

Tangible fixed assets

Individual fixed assets costing £100.00 or more are initially recorded at cost.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Hospice fixtures and fittings	10% reducing balance
Motor vehicles	25% reducing balance
Office equipment	33% reducing balance
Shop equipment	15% reducing balance

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

The Butterfly Hospice Trust

Notes to the Financial Statements for the Year Ended 31 July 2018

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Borrowings

Interest-bearing borrowings are initially recorded at fair value, net of transaction costs. Interest-bearing borrowings are subsequently carried at amortised cost, with the difference between the proceeds, net of transaction costs, and the amount due on redemption being recognised as a charge to the Statement of Financial Activities over the period of the relevant borrowing.

Interest expense is recognised on the basis of the effective interest method and is included in interest payable and similar charges.

Borrowings are classified as current liabilities unless the charity has an unconditional right to defer settlement of the liability for at least twelve months after the reporting date.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees's discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Financial instruments

Classification

Financial assets and financial liabilities are recognised when the charity becomes a party to the contractual provisions of the instrument.

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the charity after deducting all of its liabilities.

Recognition and measurement

All financial assets and liabilities are initially measured at transaction price (including transaction costs), except for those financial assets classified as at fair value through profit or loss, which are initially measured at fair value (which is normally the transaction price excluding transaction costs), unless the arrangement constitutes a financing transaction. If an arrangement constitutes a financing transaction, the financial asset or financial liability is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Financial assets and liabilities are only offset in the statement of financial position when, and only when there exists a legally enforceable right to set off the recognised amounts and the charity intends either to settle on a net basis, or to realise the asset and settle the liability simultaneously.

Financial assets are derecognised when and only when a) the contractual rights to the cash flows from the financial asset expire or are settled, b) the charity transfers to another party substantially all of the risks and rewards of ownership of the financial asset, or c) the charity, despite having retained some, but not all, significant risks and rewards of ownership, has transferred control of the asset to another party.

Financial liabilities are derecognised only when the obligation specified in the contract is discharged, cancelled or expires.

The Butterfly Hospice Trust

Notes to the Financial Statements for the Year Ended 31 July 2018

3 Income from donations and legacies

	Unrestricted funds	Restricted funds	Total 2018	Total 2017
	General			
	£	£	£	£
General donations	65,938	37,071	103,009	131,284
Legacy	97,424	-	97,424	64,631
Grants and trusts	27,861	-	27,861	14,359
Lottery	6,630	-	6,630	2,339
Gift aid	8,214	-	8,214	13,155
	<u>206,067</u>	<u>37,071</u>	<u>243,138</u>	<u>225,768</u>

The total income from donations and legacies was £243,138 (2017 - £225,768) of which £206,067 (2017 - £193,939) was unrestricted and £37,071 (2017 - £31,829) was restricted.

4 Charitable trading income

	Unrestricted funds	Total 2018	Total 2017
	General		
	£	£	£
Shop income	269,863	269,863	265,982
Furniture and electrical income	32,113	32,113	37,235
	<u>301,976</u>	<u>301,976</u>	<u>303,217</u>

The total income from charitable activities was £301,976 (2017 - £303,217) of which £301,976 (2017 - £303,217) was unrestricted and £Nil (2017 - £Nil) was restricted.

5 Investment income

	Unrestricted funds	Total 2018	Total 2017
	General		
	£	£	£
Interest receivable and similar income;			
Interest receivable on bank deposits	369	369	10

The total investment income was £369 (2017 - £10) of which £369 (2017 - £10) was unrestricted and £Nil (2017 - £Nil) was restricted.

The Butterfly Hospice Trust

Notes to the Financial Statements for the Year Ended 31 July 2018

6 Expenditure on raising funds

	Unrestricted funds			
	General £	Restricted funds £	Total 2018 £	Total 2017 £
Shop and furniture and electrical expenditure				
Staff costs	84,155	-	84,155	69,274
Rent	44,000	-	44,000	44,000
Rates and water usage	5,806	-	5,806	6,123
Insurance	1,442	-	1,442	1,919
Light and heat	2,879	-	2,879	3,488
Telephone	1,016	-	1,016	1,304
Postage, stationery and advertising	945	-	945	1,143
Repairs and renewals	1,984	-	1,984	1,117
Sundry expenses	301	-	301	195
Depreciation	561	-	561	656
	<u>143,089</u>	<u>-</u>	<u>143,089</u>	<u>129,219</u>
Warehouse costs				
Staff costs	13,255	-	13,255	13,105
Rent	10,000	-	10,000	10,000
Rates and water usage	1,115	-	1,115	1,161
Insurance	471	-	471	682
Light and heat	1,366	-	1,366	1,290
Telephone	406	-	406	354
Motor expenses	4,921	1,226	6,147	5,636
Sundry expenses	27	-	27	139
Postage, stationery and advertising	132	-	132	92
Repairs and renewals	1,765	-	1,765	883
Depreciation	56	1,272	1,328	804
	<u>33,514</u>	<u>2,498</u>	<u>36,012</u>	<u>34,146</u>
Fundraising costs				
Fundraising costs	44,624	7,554	52,178	26,740
	<u>44,624</u>	<u>7,554</u>	<u>52,178</u>	<u>26,740</u>
	<u>221,227</u>	<u>10,052</u>	<u>231,279</u>	<u>190,105</u>

The total costs of generating funds was £231,279 (2017 - £190,105) of which £221,227 (2017 - £155,293) was unrestricted and £10,052 (2017 - £1,451) was restricted.

The Butterfly Hospice Trust

Notes to the Financial Statements for the Year Ended 31 July 2018

7 Expenditure on charitable activities

	Unrestricted funds			
	General £	Restricted funds £	Total 2018 £	Total 2017 £
Management and administration				
Staff costs	87,417	-	87,417	89,464
Light and heat	2,396	-	2,396	2,355
Travelling expenses	2,415	-	2,415	1,913
Courses	703	-	703	370
Rates and water usage	733	-	733	508
Insurance	1,578	-	1,578	2,445
Telephone and internet	1,907	-	1,907	1,683
Repairs and renewals	11,228	727	11,955	10,309
Printing	2,844	-	2,844	1,742
Postage, stationery and advertising	7,950	-	7,950	4,010
Legal and professional fees	7,173	-	7,173	450
Accountancy and bookkeeping	6,694	-	6,694	7,114
Payroll services	(341)	-	(341)	1,183
Sundry expenses	4,063	182	4,245	4,727
Depreciation	365	511	876	1,264
Release of grant	-	(531)	(531)	(797)
Bank charges	1,142	-	1,142	54
	<u>138,267</u>	<u>889</u>	<u>139,156</u>	<u>128,794</u>
Hospice costs				
Rates and water usage	1,617	-	1,617	1,285
Insurance	2,561	-	2,561	3,946
Light and heat	6,853	-	6,853	6,639
Building maintenance	6,686	-	6,686	877
Equipment and maintenance	2,520	-	2,520	1,323
Repairs and renewals	3,843	-	3,843	2,123
Courses	-	1,465	1,465	968
Catering costs	7,675	-	7,675	6,571
Cleaning	3,294	-	3,294	3,113
Sundry expenses	245	-	245	6
Depreciation	9,082	6,307	15,389	14,387
Release of grant	-	(365)	(365)	(405)
Wages and salaries	105,849	-	105,849	100,369
	<u>150,225</u>	<u>7,407</u>	<u>157,632</u>	<u>141,202</u>
	<u>288,492</u>	<u>8,296</u>	<u>296,788</u>	<u>269,996</u>

The total expenditure on charitable activities was £296,788 (2017 - £269,996) of which £288,492 (2017 - £264,968) was unrestricted and £8,296 (2017 - £5,028) was restricted.

The Butterfly Hospice Trust

Notes to the Financial Statements for the Year Ended 31 July 2018

8 Net incoming/outgoing resources

Net incoming resources for the year include:

	2018 £	2017 £
Depreciation of fixed assets	18,154	17,111
Release of grant	<u>(896)</u>	<u>(1,202)</u>

9 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

10 Taxation

The charity is a registered charity and is therefore exempt from taxation.

11 Tangible fixed assets

	Land & buildings £	Hospice fixtures & fittings £	Motor vehicles £	Office equipment £	Shop equipment £	Total £
Cost						
At 1 August 2017	1,032,823	179,181	11,530	27,664	17,479	1,268,677
Additions	<u>13,280</u>	<u>21,688</u>	<u>2,895</u>	<u>-</u>	<u>-</u>	<u>37,863</u>
At 31 July 2018	<u>1,046,103</u>	<u>200,869</u>	<u>14,425</u>	<u>27,664</u>	<u>17,479</u>	<u>1,306,540</u>
Depreciation						
At 1 August 2017	-	46,968	9,119	25,009	13,739	94,835
Charge for the year	<u>-</u>	<u>15,389</u>	<u>1,328</u>	<u>876</u>	<u>561</u>	<u>18,154</u>
At 31 July 2018	<u>-</u>	<u>62,357</u>	<u>10,447</u>	<u>25,885</u>	<u>14,300</u>	<u>112,989</u>
Net book value						
At 31 July 2018	<u>1,046,103</u>	<u>138,512</u>	<u>3,978</u>	<u>1,779</u>	<u>3,179</u>	<u>1,193,551</u>
At 31 July 2017	<u>1,032,823</u>	<u>132,213</u>	<u>2,411</u>	<u>2,655</u>	<u>3,740</u>	<u>1,173,842</u>

Included within the net book value of land and buildings above is £117,210 (2017 - £117,210) in respect of land and £928,893 (2017 - £915,613) in respect of buildings.

12 Debtors

	2018 £	2017 £
Trade debtors	-	47
Prepayments	3,035	3,091
VAT recoverable	<u>7,669</u>	<u>4,791</u>
	<u>10,704</u>	<u>7,929</u>

The Butterfly Hospice Trust

Notes to the Financial Statements for the Year Ended 31 July 2018

13 Cash and cash equivalents

	2018	2017
	£	£
Current account - 50221090	172,214	212,615
Restricted account - 30829285	24,705	71,314
Held in Paypal	1,765	1,347
Phase 2 fund	355,403	192,476
Petty cash	2,101	886
	<u>556,188</u>	<u>478,638</u>

14 Creditors: amounts falling due within one year

	2018	2017
	£	£
Trade creditors	358	10
Other creditors	4,472	3,291
Accruals	9,841	6,247
Fixed asset funds	4,343	5,239
	<u>19,014</u>	<u>14,787</u>

15 Pension and other schemes

Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £1,927 (2017 - £988).

The Butterfly Hospice Trust

Notes to the Financial Statements for the Year Ended 31 July 2018

16 Funds

	Balance at 1 August 2017 £	Incoming resources £	Resources expended £	Balance at 31 July 2018 £
Unrestricted funds				
General	1,230,673	586,532	(509,719)	1,307,486
Restricted funds	<u>414,949</u>	<u>37,343</u>	<u>(18,348)</u>	<u>433,944</u>
Total funds	<u>1,645,622</u>	<u>623,875</u>	<u>(528,067)</u>	<u>1,741,430</u>
	Balance at 1 August 2016 £	Incoming resources £	Resources expended £	Balance at 31 July 2017 £
Unrestricted funds				
General	1,120,015	564,280	(453,622)	1,230,673
Restricted funds	<u>387,701</u>	<u>33,727</u>	<u>(6,479)</u>	<u>414,949</u>
Total funds	<u>1,507,716</u>	<u>598,007</u>	<u>(460,101)</u>	<u>1,645,622</u>

Purposes of restricted funds

The restricted funds all relates to income received from third parties which all have a specific pre-determined use within the charity.

17 Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Total funds
	General £	£	£
Tangible fixed assets	845,310	348,241	1,193,551
Current assets	469,179	90,045	559,224
Current liabilities	<u>(7,003)</u>	<u>(4,342)</u>	<u>(11,345)</u>
Total net assets	<u>1,307,486</u>	<u>433,944</u>	<u>1,741,430</u>