

**BASILDON HOSPITAL & COMMUNITY
LEAGUE OF FRIENDS**

REPORT AND FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2020

BASILDON HOSPITAL & COMMUNITY LEAGUE OF FRIENDS

REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2020

Charity No. 283624

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BASILDON HOSPITAL & COMMUNITY LEAGUE OF FRIENDS

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	D Brown T Cleverley J Flint D Fisher A Hare C Hill R Keeler J Moore T Pitchers A Ursell J Ursell
Charity address	35 Greenwood Avenue South Benfleet Essex SS7 1LD
Independent Examiner	Douglas Hamilton FCA 129 Station Avenue Wickford Essex SS11 7AY
Bankers	The Royal Bank of Scotland Drummond House 1 Redheughs Avenue Edinburgh EH12 9JN

BASILDON HOSPITAL & COMMUNITY LEAGUE OF FRIENDS

TRUSTEES' REPORT

YEAR ENDED 31 MARCH 2020

The trustees present their report along with the financial statements for the year ended 31st March 2020. The financial statements have been prepared in accordance with the Statement of Recommended Accounting Practice "Accounting and Reporting by Charities" and with the "Financial and Reporting Standard FRS102 applicable to the UK and the Republic of Ireland".

Governing Document and Constitution

The Charity is constituted by Trust Deed. The Charity is registered with The Charity Commission with a registered number of 283624.

The principal office of the Charity is:

35 Greenwood Avenue
South Benfleet
Essex
SS7 1LD

The trustees who served throughout the year are shown on page 1 of these financial statements.

Any new Trustees are recruited by recommendation from existing trustees, and are appointed by way of a unanimous vote of the existing trustees. The Trustees appoint from their number a Chairman, Secretary and Treasurer to deal with the day to day administration of the Charity.

All decisions relating to the day to day running of the charity are made by a majority decision of the trustees.

BASILDON HOSPITAL & COMMUNITY LEAGUE OF FRIENDS

TRUSTEES' REPORT

YEAR ENDED 31 MARCH 2020

Trustees' responsibilities

It is the responsibility of 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 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 a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

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 the Charities Act 2011. 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

Purposes of the Charity

The Charity is established to make grants for the provision of equipment to Basildon Hospital both at its main site in Basildon and satellite sites in the District. It is the policy of the Charity to make grants only after a full case for the need of the equipment has been made by the Hospital.

The Charity achieves its purpose by the operation of refreshment facilities in the parts of the hospital which are accessible to the public, and by the receipt of donations.

The Charity does not foresee any change to its operations.

The Charity is a public benefit charity and its operations provide a public benefit to the community. The Trustees confirm that they have had regard to the Charity Commission's guidance on public benefit.

BASILDON HOSPITAL & COMMUNITY LEAGUE OF FRIENDS

TRUSTEES' REPORT

YEAR ENDED 31 MARCH 2020

Review of the Results for the year

The Trustees consider that the performance of the charity this year has again been satisfactory. The trustees have increased grants made to the Hospital, and reserves have increased by £2,050. At 31st March 2020, accumulated reserves were £28,309.

Risks and Uncertainties

The trustees identify that major risk which the Charity faces is a material reduction in its gross income from the refreshments that it sells. The Trustees are confident that they are able to control this risk with regular reviews of the income and that the Charity is able to provide sufficient resources in the event of adverse conditions. The trustees have also examined other more minor operational and business risks faced by the Charity and confirm that they have established systems to mitigate any losses that might arise.

Volunteer support

The Charity does not have any paid employees. All employees are unpaid volunteers (although they are paid reasonable reimbursement of travel expenses). No trustee is paid for their services to the Charity.

Investment income

Any cash funds held by the Charity are held in an interest receiving current account with The Royal Bank of Scotland. The interest received on these funds amounted to only £208 (2019 - £213). The Charity is unable to make any longer term investments because of the need to have funds available for grants to be made.

Reserves

The Charity's net income from its activities averages about £5,000 per month. The Charity's policy is to keep about four months net profits in hand. The Trustees are satisfied that this objective has been maintained throughout the year.

R Keeler
Trustee

26th June 2020

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF

BASILDON HOSPITAL & COMMUNITY LEAGUE OF FRIENDS

I report on the financial statements accounts of the Charity for the year ended 31st March 2020 which are set out on pages 5 to 8.

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 does not apply, and that an independent examination is needed. It is my responsibility to examine the accounts under section 145 of the Charities Act and to state, on the basis of procedures, specified in the General Directions given by the Charity Commissioners under section 145 of the Charities Act, 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 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 matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

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
 - (a) to keep accounting records in accordance with section 130 of the Charities Act 2011; and
 - (b) to prepare accounts which accord with the accounting records and to comply with the accounting requirements of that Act.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.

D H Hamilton FCA
129 Station Avenue
Wickford
Essex SS11 7AY
17th August 2020

Chartered Accountant

BASILDON HOSPITAL & COMMUNITY LEAGUE OF FRIENDS

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 MARCH 2020

		Unrestricted Funds	
	Notes	2020	2019
Incoming Resources			
Donations	2	2,030	1,747
Activities for generating funds	3	190,973	164,097
Investment income		<u>208</u>	<u>213</u>
Total income		<u>193,211</u>	<u>166,057</u>
Cost of generating funds	4	121,708	109,801
Charitable activities	5	65,611	63,890
Management and administration	6	<u>3,842</u>	<u>4,916</u>
Total expenditure		<u>191,161</u>	<u>178,607</u>
Net movement in funds for the year		2,050	(12,550)
Total funds brought forward		<u>26,259</u>	<u>38,809</u>
Total funds carried forward		£ 28,309 =====	£ 26,259 =====

There were no recognised gains or losses for 2019 or 2020 other than those included in the Statement of Financial Activities.

BASILDON HOSPITAL & COMMUNITY LEAGUE OF FRIENDS

BALANCE SHEET AT 31 MARCH 2020

	Notes	2020	2019
Current assets			
Stocks		-	2,199
Debtors	7	406	309
Cash at bank and in hand		<u>28,871</u>	<u>43,823</u>
		29,277	46,331
Creditors: amounts falling due			
Within one year	8	<u>(968)</u>	<u>(20,072)</u>
Net current assets		<u>28,309</u>	<u>26,259</u>
Total assets less current liabilities		<u>£28,309</u> =====	<u>£26,259</u> =====
Funds			
Unrestricted funds	9	<u>£28,309</u> =====	<u>£26,259</u> =====

Approved by the trustees on 26th June 2020 and signed on their behalf.

R Keeler

Trustee

BASILDON HOSPITAL & COMMUNITY LEAGUE OF FRIENDS

NOTES TO THE ACCOUNTS

YEAR ENDED 31 MARCH 2020

1 ACCOUNTING POLICIES

1.1 Basis of preparation of accounts

The financial statements are prepared under the historical cost convention. The financial statements have been prepared in accordance with the Statement of Recommended Accounting Practice FRS102 “Accounting and Reporting by Charities” and with the “Financial and Reporting Standard FRS102 applicable to the UK and the Republic of Ireland”.

1.2 Income

Voluntary income and donations are accounted for as received by the Charity. The income from fundraising ventures is shown gross, with the associated costs included in fundraising costs. No permanent endowments have been received in the period.

1.3 Value added tax

Value added tax is not recoverable by the Charity, and as such is included in the relevant costs in the Statement of Financial Activities.

1.4 Stocks

Trading temporarily ceased on 24th March 2020, for an indefinite period. The stock in hand has been assumed to have no realisable value.

1.5 To cost of general funds

Fundraising expenditure comprises costs incurred in running the snack bars in the hospital.

1.6 Grants

Grants are accounted for when approved by the trustees.

1.7 Management and administration expenditure

Expenditure on management and administration of the Charity includes all expenditure not directly related to the charitable activity.

BASILDON HOSPITAL & COMMUNITY LEAGUE OF FRIENDS

NOTES TO THE ACCOUNTS

YEAR ENDED 31 MARCH 2020

2 DONATIONS

	2020	2019
All sources	£ 2,030	£ 1,747
	=====	=====

3 ACTIVITIES FOR GENERATING FUNDS

Gross income from snack bars	£190,973	£164,097
	=====	=====

4 COSTS OF GENERATING FUNDS

Purchases, etc. for snack bars	£121,708	£109,801
	=====	=====

5 DIRECT CHARITABLE EXPENDITURE

Grants made to the hospital and patients	£ 65,611	£ 63,890
	=====	=====

6 MANAGEMENT AND ADMINISTRATION

Business rates	915	1,091
Subscriptions and Insurance	625	595
Independent examiner's fee	440	920
Postage, stationery, etc.	994	1,250
Sundry expenses	<u>868</u>	<u>1,060</u>
	£ 3,842	£ 4,916
	=====	=====

7 DEBTORS

H M Revenue & Customs – Gift Aid	£ 406	£ 309
	=====	=====

BASILDON HOSPITAL & COMMUNITY LEAGUE OF FRIENDS

NOTES TO THE ACCOUNTS

YEAR ENDED 31 MARCH 2020

8 CREDITORS: amounts falling due within one year

	2020	2019
Accruals	440	440
Grants approved but not made at the year end	<u>528</u>	<u>19,632</u>
	£ 968	£20,072
	=====	=====

9 UNRESTRICTED FUNDS

Balance as at 1 st April 2019	26,259	38,809
Surplus/(Deficit) for the year	<u>2,050</u>	<u>(12,550)</u>
Balance at 31 ^s March 2020	£28,309	£26,259
	=====	=====