

**CRANSLEY HOSPICE TRUST
ANNUAL REPORT
AND
ACCOUNTS
FOR THE YEAR ENDED
31 MARCH 2020**



Registered Company No 08102611

Registered Charity Number 1151018

Annual Report and Accounts for the year ended 31 March 2020

Contents	Page Number
Introduction	
Foreword by the Chairman of Trustees	3
Who we are	4
What we aim to do: our objectives and activities	5
Achievement and Performance	5-6
COVID-19 – Risks and Impacts	6-7
Cransley Operational Review	
Service Development & Our plans going forward	7
Trustees Annual Report on Finance and Governance	
Basis of preparation and Legal Framework	8
Structure, Governance and Management	9
Public Benefit Test	9
Risk Management	9
Our Fundraising Practices	9-10
Our Fundraising Performance	10
Reserves Policy	10-11
Partnership Working and Networks	11
Investment Policy	11
Statement of Trustees' Responsibilities	12
Detailed Accounts	
Statement of Financial Activities	13
Balance Sheet	14
Statement of Cash Flows	15
Notes to Accounts	16-25
Audit Opinion	26-28

Foreword by the Chairman of Trustees of the Cransley Hospice Trust

Welcome to the Annual Report for the Year ended 31st March 2020. It has been a year of mixed fortunes with some notable successes, but also some challenges. The arrival of Covid-19 started to have a significant impact on fundraising towards the end of the financial year, as well as impacting on the operation of the Hospice. However, we saw the benefit of past investment in our Information Technology and Systems as the whole team pivoted into remote working virtually overnight and Trustees were inducted efficiently into virtual Windows Teams Meetings with no disruption to Board Meetings and business.

The most visible development for the Hospice staff and patients was the installation of an award-winning garden from Chelsea Flower Show designer, Caitlin McLaughlin, who was the Young Royal Horticultural Designer of the Year. We are deeply appreciative of the generosity of Caitlin in choosing Cransley Hospice to receive the garden, and sponsors Warners, Conway Landscapes, Bosworths and others for their help and funding for the opening ceremony on the 1st August 2019 as well as help from Hospice and Charity staff and volunteers. The Garden is important as the Hospice has limited outdoor space, and its access directly from the patient rooms and the communal day room is greatly valued by patients, staff and visitors.

This has also served to highlight the growing sense of urgency about the future of the Hospice as the lease comes to an end in 2023 and at present there is no clear plan for where it will be in the future. The lease is the responsibility of the Health Service and the Charity's role has been to investigate options for locating and funding a new site for the Hospice in the North of the county in light of current and future requirements as the population both increases and ages. Estimates of demand are also influenced by new developments in the provision of specialist palliative care and end of life support and are likely to be further affected by the experience of Covid-19. Cransley Hospice Trust has taken the lead in bringing together key stakeholders to look at the requirements for Hospice care across the County and more specifically in North Northamptonshire which is served by Cransley Hospice. We have worked with the Northamptonshire Health Foundation Trust (NHFT) and Cynthia Spencer Hospice Charity on the needs assessment which indicates that we will need to grow Hospice provision across the county to meet future demand. Analysis of transport routes and the move to two new Unitary authorities for the county would appear to support re-provisioning Cransley within the North of the County. Therefore, the Charity launched a major exercise to ascertain the level of support for this in February 2020. This gained a rapid level of engagement until the disruption of the lockdown.

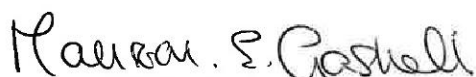
It is understandable that coping with the pandemic has had to take immediate priority for NHFT and Clinical Commissioning Groups as well as the Local Authority, which leads on the public services estate planning that includes NHS properties. The Charity will need to continue to work hard to keep the future of Cransley high on the agenda. We have done much background work to facilitate the identification of options, potential sites, and funding potential to inform decision makers but this is a project that requires real engagement, partnership and leadership by all parties.

It is pleasing that despite a national picture of difficulties in fundraising for Hospices we managed to sustain and grow our income, assisted by some generous legacy income, an uplift to income from the Hospice Lottery and continued innovation in community fundraising events.

We have also intensified our marketing efforts to increase our visibility and engagement with supporters through digital channels and anticipate that this investment will pay dividends in the coming months and years which are likely to present some challenges.

Although this foreword has highlighted some real issues for us, as Chair I have been impressed by the level of support we continue to enjoy from the local community and the work of volunteers. We were sad to say goodbye to a number of team members this year including Wendy Reason who did so much to professionalise the fundraising operation but delighted to welcome a new Director of Income Generation and Communications, Rachel Herrick.

I thank my fellow Trustees for their time, commitment and support and our dedicated staff led by our Chief Executive, Peter Kelby and his management team. We are all motivated by seeing and hearing of the amazing difference the work of the Hospice staff make in the lives of the patients and their families.



Maureen E Gaskell
Chair

"These amazing people looked after my Dad. From the minute he arrived he was made to feel comfortable and reassured that he was getting the best care possible. Everyone in this hospice from the cleaners to the consultants are amazing people. Nothing was too much trouble, any little request they would try their best to make it happen. If you called the buzzer, within seconds there would be a nurse there to help, sometimes up to three! They take great pride and care in their work. They are angels. I don't know what we would've done without this amazing care, the support they gave me throughout our whole time there was out of this world. Even if it was a quick cuddle or a 5-minute chat to see how I was, I am forever grateful. I thank you from the bottom of my heart and there is no other place I could recommend more!"

Zoe Casey

Who We Are

Cransley Hospice Trust is an independent charity raising funds for the hospice serving the North of the Northamptonshire. We support and enhance the services provided by Cransley Hospice (which is managed and operated by Northamptonshire Healthcare NHS Foundation Trust). We work with Cynthia Spencer Hospice Charity to provide a range of county wide services such as Hospice at Home. Cynthia Spencer Hospice Charity fund the hospice services in the South of the county, based at Cynthia Spencer Hospice, and shares the costs of countywide services.

The Trust is registered as a general-purpose charity under registration number 1151018.

By securing donations, legacies and sponsorship, the Charity seeks to improve and expand the support that makes a real difference to the care of patients who require palliation and end of life care. This support includes the families and loved ones of patients and the staff who look after them in Cransley Hospice and within the local community.

What we aim to do: our objectives and activities

Cransley Hospice Trust (CHT) supports the care of patients in Cransley Hospice and the community who require specialist palliative care and end of life care.

We do this, in partnership with local CCGs, by commissioning and funding the provision of specialist palliative care to patients with complex needs. We also support patients in their chosen place of care at the end of life, in the Hospice or the patient's home.

We support the Hospice and associated services in the community by identifying what services are needed (commissioning) and funding the services alongside the two Clinical Commissioning Groups (CCG) in Northamptonshire (Nene CCG and Corby CCG, who merged into one CCG on 1st April 2020 known as 'NHS Northamptonshire CCG'). Some of the services are countywide and we work with our partner, Cynthia Spencer Hospice Charity (CSHC), to fund them. The services are provided by Northamptonshire Healthcare NHS Foundation Trust (NHFT) under the title of Specialist Palliative Care (SPC).

We plan to continue to grow the services to patients by increasing our fundraising. Our strategy includes increasing the range of patients able to access hospice care and, specifically, to develop the care available to patients in their own homes. The plans to deliver the strategy are reflected, each year, in a detailed budget which we closely monitor, and report to the Trustees. This ensures we are achieving our fundraising targets, controlling our costs, and providing the required income.

The expertise within the two charities (CHT and CSHC) in Specialist Palliative Care enables us to take a lead in commissioning the services in the county and to seek best practice.

The on-going expansion means that more patients are able to receive our services. We monitor both the increase in people cared for and the quality of the care.

Volunteers are a very important part of our team. They support the work of the Hospice, the running of the Charity and in fundraising. Without them we could not achieve our aims.

In setting plans for the year, the Trustees give consideration to the Charity Commission's general guidance on public benefit and, in particular, to the public benefit of providing support for the relief of ill-health.

Achievement and Performance

Income Generation and Our Future Plans:

Despite 2019/20 being a challenging year for fundraising we continued to diversify our portfolio of events and fundraising products to deliver £1,122,297 (income excluding trading and investments). We showed steady growth in fundraising until March when Covid-19 started to impact, but despite this, we ended the year with an uplift in income of £87,870 (8% based on the previous year's comparable income of £1,034,427).

We received legacy income totalling £292,036 for the year. This will have a huge impact on our ability to provide end of life care.

We ran our bubble rush event for the second year delivering a net return of £28,000.

We introduced a new event 'Jail and Bail' working in conjunction with the local police force to raise over £7,000.

We doubled the income on our cycle event this year, raising over £14,000.

The introduction of more challenge events has enabled us to reach out and engage with different audiences securing new and sustainable support in the local community.

We have worked more closely with schools and youth organisations, securing our first schools' charity of the year partnership.

Following feedback from our supporters, we revised our In Memory 'Scrapbook of Memories' webpage and rebranded it 'Sharing Memories'

During 2020/21 we will review our fundraising strategy and structure ensuring that our fundraising activities deliver best return on investment for the charity and developing a diverse portfolio which is inclusive and engaging. We will continue to increase our online activity and invest in our website and digital marketing channels uplifting our brand awareness and raising the profile of Cransley Hospice Trust; with our aim to put Cransley Hospice at the heart of the North Northamptonshire community.

Marketing

We continued with our ambition to grow digital channels and saw an increase in social media audiences of 26% on Facebook, 19% on Twitter, 77% on Instagram and 157% on LinkedIn.

Working with RHS Young Designer of the Year, Caitlin McLaughlin, we secured a Silver-Gilt award-winning garden, transferred directly from the Hampton Court Flower Show in July, which now takes pride of place in our hospice grounds.

Covid-19 – Risks and Impact

As for all charities, the coronavirus pandemic has had a significant impact on Cransley Hospice Trust. Fundraising was significantly affected in February, March and into the new financial year, although we did receive some generous donations as people recognised the need to support the hospice. We expect to see a continuing significant reduction especially as our events programme has been severely reduced.

In light of this, we have taken steps to minimise the effect, but this will still lead to a reduction in reserves. Our policy of retaining a healthy reserves balance to ensure continuity of service delivery means that we remain viable. We expect fundraising to be reduced over the next three years in line with current economic forecasts. We will continue to review the situation and adjust our plans to protect the delivery of hospice care in the long term.

The SPC services worked with the health and care system to provide capacity to support COVID_19 plans for the county.

Cransley Hospice Trust and Cynthia Spencer Hospice Charity worked with NHFT to apply for funding from the NHS COVID-19 fund and were successful in gaining funding for April to July 2020.

Prior to the impact of the pandemic, our investments had returned excellent capital growth, but as the impact began to be felt, we experienced a significant drop in value, leading to a decrease in funds by year end of £161k, however by 1st September our investment values had increased to £683,267, (an increase of 6% on the year-end values).

As a digitally enabled charity, we were able to move all the operations to home-working with the exception of the shops which were closed in line with government guidance. We have used our digital assets to maintain awareness of the charity and to experiment with new ways of raising funds.

Service Development and Our Future Plans

Cransley Hospice provides specialist care to patients and their families who have complex care needs because of a life limiting illness. Care is provided both within the hospice and to patients within their own homes by the Hospice at Home Service which works in the community. The services provided by Cransley Hospice are funded through a combination of NHS and charitable monies.

We aim to maintain the current level of charitable funding for the palliative care service relating to Cransley Hospice, this will enable Northamptonshire Healthcare Foundation (NHS) Trust to deliver its contractual obligations to the Clinical Commissioning Group. Cransley Hospice Trust will also continue to determine the extent of additional funding requirements both locally and countywide.

To this end Cransley Hospice Trust continues to work with Cynthia Spencer Hospice Charity to implement a Strategic Plan. This sets out the strategic aims and objectives for the two Charities to deliver between 2017 and 2020 and will ensure a coordinated approach across the county.

Key to this strategy is that the services commissioned by the charities will reflect best practice and deliver what is important to the patient and their families. Cransley Hospice Trust believes that the service should be based on need and not diagnosis and this means that we will work to support an increase in the number of non-cancer patients receiving care. This will require the Trust to commission additional education, support and supervision programmes to increase the skill of existing staff as well as fund any additional staff resource required,

The Hospice at Home Service has continued to provide a service to provide extra care in the last weeks or days for our patients.

These services support the Clinical Care Groups commissioning aspirations for Last Years of Life Care which particularly focus on the need for more patients to achieve their Preferred Place of Care, and provision of care closer to the patient's home.

We provided funds for virtual headsets for patients in the hospice and for an ultrasound device to support the work of the doctors in the unit.

A review of the need for hospice beds in the county has shown that we need to increase the number in the north of the county as the population and demand grows. With the lease running out on the existing hospice building in 2023, the charity launched a campaign to gain support from the public to keep a hospice in the north of the county. This was very successful in the few weeks it was running before the coronavirus lockdown disrupted our plans. We will continue the campaign during the next year.

Your support will help to make these plans possible and help us to make a positive difference to the patients we care for and their families.

Covid-19 has had a significant impact on the development of services and it will be some time before we can resume developments within the provision of hospice care.

Trustee's Annual Report on Finance and Governance

Basis of preparation and legal framework

The Trustees present the Annual Report together with the Audited Financial Statements for the year ended 31 March 2020.

Full Name of Charity:	Cransley Hospice Trust
Registration Charity Number:	1151018
Company No	08102611

The principal office is at:	St Mary's Hospital 77 London Road Kettering Northants NN15 7PW
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Directors & Trustees:	Mrs. M Gaskell (Chair) Rev Dr J S Smith (Patron) Mr. R J Aveling Ms. Laura Allanson Mr. Daniel Freeland Mr. Andrew Attfield Mr. Christopher Turner Mrs. D Mukhtar Ms. M Estop-Green Mr P Humphrey (appointed 22/04/2020)
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Chief Executive Officer	Mr. P J Kelby
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The advisors and administrators used by the Charity during the year ended 31 March 2020 were:

Bankers	Lloyds Bank 2 George Row Northampton NN1 1DJ
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Auditors	Hawsons Chartered Accountants Jubilee House 32 Duncan Close Moulton Park Northampton NN3 6WL
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Structure, Governance and Management

Cransley Hospice Trust is governed by a board of Trustees/Directors. Its Articles of Association and Memorandum of Association were signed and dated on 12 June 2012.

Acting for the Trustees, the Chief Executive is responsible for the operational management of the Trust. This role is required to:

- Control, manage and monitor the use of resources.
- Provide support, guidance and encouragement for all its income raising activities whilst managing and monitoring the receipt of all income.
- Ensure that "best practice" is followed in the conduct of all its affairs fulfilling all of its legal responsibilities.

Day to day operation of the charity is vested with the Chief Executive.

The Audit and Risk Committee monitor the integrity of the annual financial statements of the Trust and review significant financial reporting issues and judgements which they contain.

Newly appointed Trustees are provided with information about the Charity, including the strategy and plans, previous annual report and accounts, budgets, policies and minutes, and information about trusteeship. The Chair gives new members a briefing on the current policies and priorities for the Charity and ensures any additional training that their role may require is also offered.

Public Benefit Test

In accordance with Section 4 of the 2006 Charities Act the Trustees have ensured that due regard has been taken to ensure that all expenditure incurred has met the Public Benefit test.

Risk Management

The major risks to which the Charity is exposed have been identified and considered.

These are included in a formal risk register, normally subject to bi-annual review and will include reference to mitigating actions. The coronavirus has caused a re-evaluation of risks and is being reviewed more regularly.

Income and Expenditure is being monitored in total and is compared with the approved budget on a quarterly basis to detect trends as part of the risk management process to avoid unforeseen calls on reserves.

Our Fundraising Practises

We consider ourselves to be an integral part of the community and it is these strong relationships that enable the charity to fund care provided by Cransley Hospice. Cransley Hospice Trust's fundraising team organise fundraising events and campaigns and co-ordinates the activities of our supporters in the community.

We make sure our fundraising is legal, conforms to recognised standards and follows best practice. Each team member is aware of our ethical approach to fundraising and the requirement to work within the framework provided by the Code of Fundraising practice.

We'll always use the Fundraising Regulator Code of Fundraising Practice as our minimum standard.

The charity is also a member of the Institute of Fundraising and is required not only to adhere to the Code of Fundraising Practice but also required to adhere to the standards and behaviours set out in the Institute's Code of Conduct. These standards and behaviours are required in relation not only to supporters, colleagues, volunteers and beneficiaries but also to the charity sector and general public more widely. We believe that every person who volunteers for us, works for us, or comes into contact with one of our fundraisers should be treated with dignity and respect, and feel that they are in a safe and supportive environment.

Volunteers play a huge role in supporting our fundraising activities. All volunteer fundraisers receive an induction and follow up training to ensure that they are fully aware of our fundraising practices and of our need to remain transparent and compliant in all areas.

We continue to work with Your Hospice Lottery (operated by St Helena Hospice). This is an experienced and professional team, who now engage with a total of 13 hospices. They adhere to codes of practice set out by the Code of Fundraising Practice, The Gambling Commission and the Lotteries Council. The lottery team are in regular contact and player and industry updates are provided on a regular basis. We use professional fundraisers as part of our contract with 'Your Hospice Lottery'. These fundraisers are employed by Your Hospice Lottery, but work on our behalf to promote the lottery. We are assured via Your Hospice Lottery that their fundraisers are all trained and follow the appropriate codes of conduct.

We work to ensure that we are compliant with the General Data Protection regulations (GDPR). This means that we keep all personal data safe and secure and we do not swap or sell personal details. When communicating with supporters we work on an opt in basis (we have been given permission to contact.) We communicate with our supporters in the way that is relevant to them and recognise that to build strong meaningful relationships we need to ensure that our communications are tailored to their personal preferences. All direct marketing for specific events is undertaken by the fundraising department and we ensure that it is not unreasonably intrusive or persistent. All marketing materials contain clear instructions on how a supporter can alter their preferences or be removed from our mailing list completely. We do occasionally work on the basis of legitimate interest when communicating with supporters this only applies to our annual in memory Tree of Lights event, this communication also contains clear instructions on how a supporter can be removed from this mailing list completely.

Protection of the public, including vulnerable people, from unreasonably intrusive or persistent fundraising approaches, and undue pressure to donate

We do not provide any incentivised pay structure around fundraising. Each team member is aware of our ethical approach to fundraising and the requirement to work within the framework provided by the Code of Fundraising practice. The team are encouraged to build long term relationships and work to develop ongoing support. We understand the importance of building trust within the community and the fundraising team are transparent about how funds will be used, the options around restricting donations and the shortfalls that we may encounter in our fundraising activities.

We are pleased to report that there have been no complaints about our fundraising activity this year.

Our Fundraising Performance

During the year the total donations, legacies and income from trading and fundraising came to £1,211k, against a planned income of £1,309k, with much of the variance being due to receiving less from events and corporates. We are re-evaluating our events portfolio, and introducing new events to target a variety of audiences and adapt to the current environment.

Much of our fundraising continued to be community focused and we saw a real uplift in our engagement with third party fundraisers. Our lottery performed better than last year, and we were also grateful to receive significant legacy income over the year.

Reserves Policy

Cransley Hospice Trust is a fundraising charity without any secured or contracted income streams, relying wholly on the generosity of our donors. In order to be able to ensure that our support to the hospice is maintained when there are variations in fundraising income caused by factors outside the charity's control, the Trustees aim to maintain free reserves (unrestricted and liquid reserves) of 1 year's total expenditure.

At present, total free reserves are £1,655k, which represents 13 months' worth of expenditure at current levels, which is in excess of the target set out in the policy. The Trustees are exploring with Cynthia Spencer Hospice Charity (CSH) and Northamptonshire Healthcare Foundation Trust (NHFT) opportunities for the further development of the wider service and more specifically are working with NHFT in the knowledge that a physical relocation of the in-patient element of the service in the North of the County may be required in the medium term, driven by NHS Estate issues.

Inevitably there will be a financial impact on the Charity's funds arising from these discussions for which prudently it needs to prepare, so for the next year, and potentially over a two to three-year period, the Charity is likely to be running with reserve levels above the policy target.

Partnership Working and Networks

Palliative care patients in the North of Northamptonshire are currently the main beneficiary of the Charity. By working in partnership with Northamptonshire Healthcare NHS Foundation Trust, which has overall responsibility for the delivery of the service, the Charity seeks to use its funds and those of the NHS to best effect.

Partnerships are very important to the Charity. Our partnerships with NHFT, the CCGs and Cynthia Spencer Hospice Charity are a key part of the effective delivery of our strategy. Throughout the year partnerships have been formed with members of the corporate sector, the local community and membership organisations as well as individuals. Thanks go to all those who have made donations in the past financial year.

Investment Policy

We invest funds to generate income while, where possible maintaining the value of the assets. We take a low risk approach to the investments.

As a health charity, we do not invest in companies whose primary activity is tobacco related.

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

The trustees are responsible for preparing the Trustees' Annual Report (including the Strategic Report) and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2015 (FRS 102);
- 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

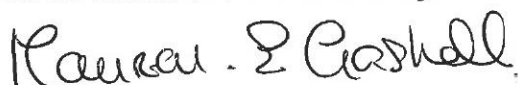
The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Signed on behalf of the trustees by:



Name: Maureen E Gaskell

Chair

Date: 28 October 2020

Cransley Hospice Trust Statement of Financial Activities
(including income and expenditure account)
For the year ended 31 March 2020

		Unrestricted		Restricted	Total	Total
	Note	General	Designated	Funds	31 March	31 March
		Funds	Funds		2020	2019
		£000's	£000's	£000's	£000's	£000's
INCOME:						
Donations & Legacies:	3					
Donations		317	1	85	403	296
Legacies		292			292	283
Other trading activities	4	602			602	639
Income from investments	13	43			43	35
Total income and endowments		1,254	1	85	1,340	1,253
EXPENDITURE:						
Expenditure on Raising funds	5	574			574	545
Expenditure on charitable activities:	7					
Medical Equipment purchase		6			6	2
Core service funding		541	1		542	542
Charity enhancement of hospice care		210		69	279	193
Governance costs	6	15			15	25
Total expenditure		1,346	1	69	1,416	1,307
Net expenditure before losses on investments		(92)	-	16	(76)	(54)
Net losses on investments	12	(161)	-	-	(161)	(13)
Net movement in funds for the year		(253)	-	16	(237)	(67)
Reconciliation of funds:						
Total Funds b/f at 31 March 19		1,908	1	-	1,909	1,976
Total Funds c/f at 31 March 20		1,655	1	16	1,672	1,909

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

Cransley Hospice Trust Balance Sheet
(Company number 08102611)
As at 31 March 2020

		Unrestricted		Restricted	Total	Total
	Note	General	Designated	Funds	31 March	31 March
		Funds	Funds		2020	2019
		£000's	£000's	£000's	£000's	£000's
Fixed assets:						
Tangible fixed assets	11	6	-	-	6	10
Investments	12	647	-	-	647	808
Total fixed assets		653	-	-	653	818
Current assets:						
Stock		6	-	-	6	1
Debtors and prepayments	14	57	-	-	57	9
Cash at bank and in hand	14	1,055	1	16	1,072	1,118
Total current assets		1,118	1	16	1,135	1,128
Liabilities						
Creditors: Amounts falling due within one year	15	116	-	-	116	37
Net current assets		1,002	1	16	1,019	1,091
Total assets less current liabilities		1,655	1	16	1,672	1,909
Funds of the Charity:						
Unrestricted Income Funds	16	1,655	-	-	1,655	1,908
Restricted Income Funds	16	-	-	16	16	-
Designated Income Funds	16	-	1	-	1	1
Total charity funds		1,655	1	16	1,672	1,909

The notes at pages 16 to 25 form part of these accounts

The financial statements were approved by the trustees on 28 October 2020 and signed on their behalf by:

Maureen E Gaskell
Maureen E Gaskell
Charity Chair

Cransley Hospice Trust Statement of Cash Flows
For the year ended 31 March 2020

	Note	Total 31 March 2020 Funds £000's	Total 31 March 2019 Funds £000's
Cash flows from operating activities:			
Net cash provided by operating activities	18	(89)	(217)
Cash flows from investing activities:			
Dividends from investments		43	35
Purchase of fixed assets		-	(12)
Net cash provided by investing activities		43	23
Change in cash and cash equivalents in the reporting period		(46)	(194)
Cash and cash equivalents at the beginning of the reporting period		1,118	1,312
Cash and cash equivalents at the end of the reporting period	14	1,072	1,118

Notes on the accounts

1. Summary of significant accounting policies and key accounting estimates

(a) General information and basis of preparation

The charity is a company limited by guarantee incorporated in England within the United Kingdom. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The address of the registered office is given in the charity information on page 11 of these financial statements.

Cransley Hospice Trust meets the definition of a public benefit entity under FRS 102. 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.

The financial statements have been prepared on a going concern basis under the historic cost convention, with the exception of any investments which are included at market value. The financial statements are presented in sterling, which is the functional currency of the charity and rounded to the nearest £1,000.

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

(b) Funds structure

Restricted funds and designated funds are funds which are to be used in accordance with specific restrictions imposed by the donor.

Unrestricted income funds comprise those funds which the Trustee is free to use for any purpose in furtherance of the charitable objects of the identified special purpose fund. Unrestricted funds include designated funds, where the donor has made known their non-binding wishes or where the trustees, at their discretion, have created a fund for a specific purpose.

(c) Income

Income is recognised once the charity has entitlement to the resources, it is probable that the resources will be received and the monetary value of incoming resources can be measured with sufficient reliability.

(d) Income from legacies

Income from legacies are accounted for either upon receipt or where the receipt of funds in relation to the legacy is probable; this will be once confirmation has been received from the representatives of the estate(s) that payment from the legacy will be made or property transferred and once all conditions attached to the legacy have been fulfilled.

(e) Expenditure

Expenditure is recognised when a liability is incurred. Grant commitments are recognised when a constructive obligation arises that result in payment being unavoidable.

Contractual arrangements are recognised as goods or services supplied.

(f) Irrecoverable VAT

Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

(g) Allocation of overhead and support costs

Overhead and support costs have been allocated directly or apportioned on an appropriate basis (refer to note 6) between Charitable Activities and Governance Costs. Once allocation and/ or apportionment of overhead and support costs has been made between Charitable Activities and Governance Costs, the cost attributable to Charitable Activities is apportioned across those activities in proportion to total spend.

(h) Expenditure on raising funds

Expenditure of raising funds relate to expenses incurred to support fund raising activities, the operating costs of the shops and funding of the Fundraising teams' costs.

(i) Expenditure on charitable activities

Expenditure on charitable activities comprise all costs incurred in the pursuit of the charitable objects of the charity. These costs comprise direct costs and an apportionment of overhead and support costs as shown in note 6.

(j) Governance costs

Governance costs comprise all costs incurred in the governance of the charity. These costs include costs related to statutory audit, together with an apportionment of overhead and support costs.

(k)Tangible fixed assets

Individual fixed assets costing £2,000 or more with a useful life of over 18 months are capitalised at cost and are depreciated over their estimated useful economic lives on a straight-line basis as follows:

Asset class	Depreciation rate
Plant and machinery	33%

(l) Fixed asset investments

Any investments are stated at market value as at the balance sheet date. The statement of financial activities includes the net gains and losses arising on revaluation and disposals throughout the year.

(m) Net gains and losses

All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and opening market value (purchase date if later).

Unrealised gains and losses are calculated as the difference between the market value at the year end and opening market value (or purchase date if later).

(n) Pensions

Two members of staff at the Charity are currently employed by Northamptonshire Healthcare NHS Foundation Trust with their full costs recharged to the Charity. Under this arrangement the Charity's staff are entitled to join the NHS Pensions Scheme. The Scheme is an unfunded, defined benefit scheme that covers NHS employers, General Practices and other bodies, allowed under the direction of the Secretary of State, in England and Wales. The scheme is not designed to be run in a way that would enable participating bodies to identify their share of the underlying Scheme assets and liabilities. Therefore, the Scheme is accounted for as if it were a defined contribution scheme: the cost to the charity of participating in the Scheme is taken as equal to the contributions payable to the Scheme for the accounting period.

The Scheme is a "final salary" scheme. Annual pensions are normally based on 1/80 of the best of the last 3 years pensionable pay for each year of service. A lump sum normally equivalent to 3 years pension is payable on retirement. Annual increases are applied to pension payments at rates defined by the Pensions (Increase) Act 1971, and are based on changes in retail prices in the twelve months ending 30 September in the previous calendar year. On death, a pension of 50% of the member's pension is normally payable to the surviving spouse.

The Scheme is subject to a full actuarial valuation every four years, and a FRS102 accounting valuation every year. The conclusion from the 2012 valuation was that the Scheme had accumulated a notional deficit of £10.3 billion against the notional assets as at 31 March 2012. However, after taking into account the changes in the benefit and contribution structure effective from 1 April 2015, the Scheme actuary reported that employer contributions could continue at the existing rate of 14.3% of pensionable pay.

The valuation of scheme liability in accordance with FRS102 is carried out annually by the Scheme Actuary. The latest assessment of the liabilities of the Scheme are contained in the Scheme Actuary report, which forms part of the annual NHS Pension Scheme (England and Wales) Resource Account, published annually. These accounts can be viewed on the NHS Pensions website.

The Charity also operates a defined contribution pension scheme. Premiums payable to the scheme are charged to the SOFA in the period to which they relate.

(o) Operating leases

Rentals applicable to operating leases are charged to the SOFA over the period in which the costs are incurred.

(p) Going concern

After due consideration of all relevant factors, including recent temporary restrictions imposed as a result of the COVID19 pandemic, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Accordingly, they continue to adopt the going concern basis in preparing the annual report and accounts.

2. Related party transactions

There were no related party transactions to note during the year.

3. Analysis of income from donations and legacies

	31 March 20	31 March 19
	£000's	£000's
Donations over £5k	204	49
Other donations	199	247
Legacies	292	228
Restricted legacies	-	55
Total	695	579

4. Other trading activities

	31 March	31 March
	2020	2019
	£000's	£000's
Events income	309	357
Shop sales	175	183
Lottery	118	99
Total	602	639

5. Expenditure on raising funds

(Relates to notes 3 and 4 combined)

	31 March 2020	31 March 2019
	£000's	£000's
Fundraising direct expenditure	116	71
Shop running costs	40	46
Coffee shop running costs	77	86
Salaries	241	290
Apportioned overheads (note 6)	100	52
Total	574	545

6. Analysis and allocation of support costs and overheads

Total support and overhead costs of the charity excluding fundraising was £105,000. An allocation and apportionment of overhead and support costs has been made to Governance Costs as outlined below and the balance has been apportioned across Expenditure on Raising funds in proportion to actual direct outlay.

Support cost analysis	31 March 2020 Total	Allocated to Governance	Residual for apportionment
	£000's	£000's	£000's
Support staff costs	10	10	-
External Audit fees	5	5	-
Professional fees & services	38	-	38
Office costs	60	-	60
Bank charges	2	-	2
Total	115	15	100

Also included within governance costs per the Statement of Financial Activities are apportioned staff costs of £10,000.

7. Expenditure on charitable activities

The charity's direct expenditure in the year supported the following activities.

	Unrestricted expenditure	Restricted expenditure	Total
	£000's	£000's	£000's
Grant Activity			
Medical Equipment purchase	6	-	6
Core service funding	541	1	542
Charity enhancement of hospice care	210	69	279
	757	70	827

8. Analysis of grants

The grants highlighted in note 7 were made to Northamptonshire Healthcare Foundation Trust. The charity does not make grants to individuals.

9. Analysis of staff costs

	31 March 2020 Total £000	31 March 2019 Total £000
Salaries and wages	379	416
Social security costs	27	31
Other pension costs	12	12
Total	418	459

Staff costs are allocated between the various categories of expenditure as follows:

	31 March 2020 Total £000	31 March 2019 Total £000
Coffee shop running costs	33	36
Shop running costs	24	23
Charity enhancement of hospice care (restricted)	16	14
Charity enhancement of hospice care (unrestricted)	112	76
Expenditure on raising funds	223	290
Governance costs	10	20
Total	418	459

The average number of full-time equivalent staff during the year was 16 (2019: 17) with all staff time involved in providing fundraising and support services for charitable activities.

No staff member had an emolument in excess of £60,000 (2019: £nil).

The charity trustees were not paid or received any other benefits from employment with the Trust or its subsidiary in the year (2019: £nil) neither were they reimbursed expenses during the year (2019: £nil). No charity trustee received payment for professional or other services supplied to the charity (2019: £nil).

The key management personnel of the charity comprise the Chief Executive Officer. The total employee benefits of the key management personnel of the Trust were £43,702 (2019: £37,458).

10. Auditor's remuneration

The auditor's remuneration of £4,875 (2019: £4,860) relates to the audit fee and preparation of the charity's statutory accounts.

11. Tangible fixed assets

	Plant and Machinery £000
Cost	
At 1st April 2019	16
Additions	-
At 31st March 2020	16
Depreciation	
At 1st April 2019	6
Charge for the year	4
At 31st March 2020	10
Net Book Value	
At 31st March 2020	6
At 31st March 2019	10

12. Fixed asset investments

	As at 31 March 20 £000	As at 31 March 19 £000
Market value brought forward	808	821
Net (loss) / gain on revaluation	(161)	(13)
Market value carried forward	647	808

Holdings which individually represent in excess of 4% of the total Investments are as follows:-

Investments in a Common Investment Fund

M&G Charibond	198	198
M&G Charifund	161	208
Schroders Equity Income Trust for Charities A Income Units	288	402

After year end, the investments recovered and were valued at £683,267 on 1st September 2020.

13. Total Gross income from investments and cash on deposit

£42,795 of investment income was received during the financial year (2019: £35,730).

14. Analysis of current assets

Debtors under 1 year

	As at 31 March 20 £000's	As at 31 March 19 £000's
Other debtors	51	5
Prepayments	6	4
	<u>57</u>	<u>9</u>

There are no long-term debtors

Analysis of cash at bank

	As at 31 March 20 £000's	As at 31 March 19 £000's
Bank balance held in Lloyds current account	39	29
Savings account	1,033	1,089
	<u>1,072</u>	<u>1,118</u>

15. Analysis of current liabilities and long-term creditors

	As at 31 March 20 £000	As at 31 March 19 £000
Trade Creditors	51	22
Accruals	29	12
Other Creditors	36	3
	<u>116</u>	<u>37</u>

There are no long-term creditors.

16. Analysis of movements and purpose of main funds by category

The following provides analysis of movements by Special Purpose Fund and designation for the year ended 31 March 2020.

	Balance at 31st March 2019 £000's	Income £000's	Expenditure £000's	Gains/ (Losses) on investments £000's	Transfers £000's	Balance at 31st March 2020 £000's
Unrestricted Funds						
General Fund	1,908	1,254	(1,346)	(161)		1,655
Total	1,908	1,254	(1,346)	(161)		1,655
Designated Funds						
Nurses Fund	1	1	(1)			1
Total	1	1	(1)			1
Restricted Funds						
New build fund	-					
Equipment fund	-					
Hospice at Home	-	85	(69)			16
Total	-	85	(69)			16
Total for Cransley Funds	1,909	1,340	(1,416)	(161)		1,672

Purpose of large funds

Cransley General Fund

Available to support the work of the Cransley Hospice

The following provides analysis of movements by Special Purpose Fund and designation for the year ended 31 March 2020.

Designated Fund

A designated fund has been set aside out of unrestricted funds by the trustees representing monies that are held on behalf of the nurses to pay for services on site.

Restricted Fund

The new build fund relates to funds specifically held for the development and search for a new hospice site.

17. Analysis of the charity's net assets between funds

	Unrestricted General Funds £000's	Designated Funds £000's	Restricted Funds £000's	Total Funds £000's
Fund balance at 31 March 2020				
Tangible fixed assets	6	-	-	6
Investments	647	-	-	647
Net current assets	1,002	1	16	1,019
	<u>1,655</u>	<u>1</u>	<u>16</u>	<u>1,672</u>

	Unrestricted General Funds £000's	Designated Funds £000's	Restricted Funds £000's	Total Funds £000's
Fund balance at 31 March 2019				
Tangible fixed assets	10	-	-	10
Investments	808	-	-	808
Net current assets	1,090	1	-	1,091
	<u>1,908</u>	<u>1</u>	<u>-</u>	<u>1,909</u>

18. Reconciliation of net movement in funds to net cash flow from operating activities

	As at 31 March 20 £000's	As at 31 March 19 £000's
Net movements in funds	(237)	(67)
Losses on investments	161	13
Dividends from investments	(43)	(35)
Depreciation	4	4
Increase in stocks	(5)	(1)
(Increase)/decrease in debtors	(48)	16
Increase/(decrease) in creditors	79	(147)
Net cash provided by operating activities	<u>(89)</u>	<u>(217)</u>

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF CRANSLEY HOSPICE TRUST

Opinion

We have audited the financial statements of Cransley Hospice Trust for the year ended 31 March 2020 which comprise the Statement of Financial Activities, Balance Sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard 102 (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2020, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the trustees' annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the trustees' report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement set out on page 13, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditors-responsibilities. This description forms part of our auditor's report.

Use of our report

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

Hawsons

David Owens

Senior Statutory Auditor

for and on behalf of: Hawsons Chartered Accountants, Statutory Auditor

Jubilee House

32 Duncan Close

Moulton Park

Northampton

NN3 6WL

28 October 2020