

## **OTTERY ST MARY & DISTRICT HOSPITAL LEAGUE OF FRIENDS**

### **Annual Report For The Year To 31<sup>st</sup> March 2021**

#### **Managing Committee's Report**

As Covid guidance and restrictions made it impossible for the management committee to meet quarterly, the role was carried out by the charities' trustees, who hold ultimate legal responsibility for the management of the charity and ensured donations were all within the areas approved earlier by the management committee of last year.

The Trustees are Mrs S Boyes, Mrs B Buckley, Dr T Cox, P Ritchie, D Roberts, A Rutter, Dr G Ward, Mrs R Wright.

The Charity was established by constitution adopted on 13<sup>th</sup> June 1988 and amended on 27<sup>th</sup> April 1990, and was registered with the Charity Commission on 31<sup>st</sup> October 1990, number 1000781. The Charity's address is: Ottery St Mary & District Hospital League of Friends, Keegan Way, Ottery St Mary, EX11 1DN.

#### **Objectives**

The Charity's main objective is to assist with the provision of healthcare in the Ottery St Mary area. More specifically, we are pursuing three main priorities:-

- Mental Health – children and young people
- Dementia Care and Support
- End of Life Care

#### **Activities and Achievements**

From requests received and discussions with healthcare providers, we committed during the year, £50,000 for End-of-Life Care (Hospiscare Nurse) and £10,100 for equipment for the clinics at the hospital.

Our outstanding commitments, including those brought forward from previous years, total £271,768 at the financial year end. Of this, £125,000 is a contribution for the launch of Hospiscare at Home service in Ottery, £50,000 to maintain Ottery's Hospiscare Nurse, and £90,000 for a new Admiral Nurse in Ottery.

The League of Friends minibus provides a valuable service in the community but its use during the year has been severely curtailed because of Coronavirus restrictions. The Minibus is managed by the Ottery Help Scheme to whom we pay a management fee.

## **Finances**

Statements of the financial activities for the year to 31<sup>st</sup> March 2021 are attached. The Balance Sheet funds increased by £14,499 to £397,741 after allowing for, and adjustments to, future commitments.

The financial position remains sound and is sufficient to allow us to continue to make a significant contribution to the health and well-being of the local community.

The Charity's bankers are Barclays Bank, Exeter EX1 1LX and the Charities Official Investment Fund (COIF), CCLA Investment Management Ltd, Senator House, 85 Queen Victoria Street, London, EC4V 4ET.

The Independent Examiners are Easterbrook Eaton Limited, Chartered Accountants, 8 Jesu Street, Ottery St Mary, EX11 1EU.

Signed on behalf of the Management Committee.

.....  
Mr A Rutter, Chairman

Date.....

.....  
Mr P Ritchie, Treasurer

Date.....

**OTTERY ST MARY AND DISTRICT HOSPITAL LEAGUE OF FRIENDS**  
**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2021**

	<u>Unrestricted Funds</u>	<u>Restricted Funds</u>	<u>Total 31.03.21</u>	<u>Total 31.03.20</u>
	£	£	£	£
<b><u>Income and Endowments from:</u></b>				
Donations, Legacies and Similar Income	28,174	6,350	34,524	10,612
Operating Activities	-	253	253	1,719
Activities to Generate Funds	-	-	-	-
Investment Income	575	-	575	4,317
<b>Total Income</b>	<b>28,749</b>	<b>6,603</b>	<b>35,352</b>	<b>16,648</b>
<b><u>Expenditure on:</u></b>				
Bank Charges	-	-	-	-
Cost of Generating Funds	899	-	899	731
Charitable Expenditure	11,975	7,199	19,174	322,954
Governance Costs	780	-	780	780
<b>Total Expenditure</b>	<b>13,654</b>	<b>7,199</b>	<b>20,853</b>	<b>324,465</b>
<b><u>Net Income/(Expenditure) &amp; Movement in Funds</u></b>	<b>15,095</b>	<b>(596)</b>	<b>14,499</b>	<b>(307,817)</b>
<b><u>Reconciliation of Funds</u></b>				
<b><u>Total Funds Brought Forward</u></b>	<b>383,115</b>	<b>127</b>	<b>383,242</b>	<b>691,059</b>
<b><u>Fund Balances Carried Forward</u></b>	<b>398,210</b>	<b>(469)</b>	<b>397,741</b>	<b>383,242</b>

The notes 1 to 5 on page 6 form part of these Accounts



**OTTERY ST MARY AND DISTRICT HOSPITAL LEAGUE OF FRIENDS**  
**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2021**

**UNRESTRICTED FUNDS**

**Income and Expenditure Account - GENERAL FUND**

	£	£	2020
<b>Income and Endowments from:</b>			
<b>Donations, Legacies and Similar Income</b>			
Donations - Personal	448		1,266
Donations - In Memorium	-		-
Membership Subscriptions	110		130
Miscellaneous	-		34
Legacies	27,500		3,671
Tax Repayment in respect of Gift Aid Donations	116	28,174	96
<b>Activities to Generate Funds</b>			
Fundraising		-	-
<b>Investment Income</b>			
Interest Receivable		575	4,317
<b>Total Income</b>		<u>28,749</u>	<u>9,514</u>
<b>Expenditure on:</b>			
<b>Cost of Generating Funds</b>			
Subscriptions	605		577
Fundraising Expenses	-		-
AGM Expenses	-		30
Advertising and Publicity	219		80
Sundry Expenses	75	899	44
<b>Charitable Expenditure</b>			
Patient Comforts			768
Transfer to Minibus Fund	6,350		5,415
Future Commitment - Hospiscare Clinical Services	-		-
Dementia Care	152		-
Future Commitment - End of Life Care (Hospiscare)	-		225,000
Future Commitment - Dementia Care - Admiral Nurse	-		90,000
Future Commitment - Dementia Care - Memory Project	-2,385		2,385
Future Commitment - Kings School Student Grant	-		2,500
Hospiscare Clinical Services - Paid in Year	-		-
Young People's Mental Health (Headlight) - Provision Adjustment	-		(25,000)
Young People's Mental Health (Headlight) - New Project Paid	-		2,250
Young People's Mental Health (Headlight) - New Project Provision	-		6,750
Equipment Purchases	7,709		3,434
Equipment Purchases Provisions	149	11,975	2,351
<b>Governance Costs</b>			
Accountancy Fees		780	780
<b>Total Expenditure</b>		<u>13,654</u>	<u>317,364</u>
<b>Net Income/(Expenditure) &amp; Movement in Funds</b>		<u>15,095</u>	<u>(307,850)</u>
<b>Reconciliation of Funds</b>			
<b>Total Funds Brought Forward</b>		383,115	690,965
<b>Total Funds Carried Forward</b>		<u>398,210</u>	<u>383,115</u>

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**OTTERY ST MARY AND DISTRICT HOSPITAL LEAGUE OF FRIENDS**  
**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2021**

**RESTRICTED FUNDS**

**Income and Expenditure Account - MINIBUS FUND**

	<u>£</u>	<u>£</u>	<u>2020</u>
<b><u>Income and Endowments from:</u></b>			
<b><u>Legacies and Similar Income</u></b>			
Transfer from General Fund	6,350		5,415
Tax Repayment in respect of Gift Aid Donations	-	6,350	-
	<u>        </u>		
<b><u>Operating Activities</u></b>			
Royal Devon & Exeter NHS Foundation Trust	-		566
Other Users	253	253	1,153
	<u>        </u>		
<b><u>Activities to Generate Funds</u></b>			
Fundraising Events (Net of Costs)		-	-
<b><u>Investment Income</u></b>			
Interest Receivable		-	-
<b>Total Income</b>		<u>6,603</u>	<u>7,134</u>
<b><u>Expenditure on:</u></b>			
<b><u>Charges</u></b>			
Bank Charges		-	-
<b><u>Charitable Expenditure</u></b>			
Petrol and Oil	161		625
Repairs and Maintenance	979		600
Insurance	1,059		876
To Ottery Help Scheme	5,000	7,199	5,000
	<u>        </u>		
<b>Total Expenditure</b>		<u>7,199</u>	<u>7,101</u>
<b><u>Net (Expenditure)/Income &amp; Movement in Funds</u></b>		<u>(596)</u>	<u>33</u>
<b><u>Reconciliation of Funds</u></b>			
<b><u>Total Funds Brought Forward</u></b>		<u>127</u>	<u>94</u>
<b><u>Total Funds Carried Forward</u></b>		<u>(469)</u>	<u>127</u>

The notes 1 to 5 on page 6 form part of these Accounts

**OTTERY ST MARY AND DISTRICT HOSPITAL LEAGUE OF FRIENDS**

**BALANCE SHEET AS AT 31 MARCH 2021**

	<u>£</u>	<u>2020</u>
<b><u>CURRENT ASSETS</u></b>		
Debtors	28,007	543
Balances At Bank		
Deposit Accounts	641,649	711,074
Current Accounts	633	1,391
	<u>670,289</u>	<u>713,008</u>
<b><u>CURRENT LIABILITIES</u></b>		
Creditors	<u>272,548</u>	<u>329,766</u>
<b><u>NET CURRENT ASSETS</u></b>	<u>£397,741</u>	<u>£383,242</u>

Represented by:

**FUNDS**

**UNRESTRICTED FUND**

General Fund	398,210	383,115
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**RESTRICTED INCOME FUNDS**

Minibus Fund	(469)	127
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<u>£397,741</u>	<u>£383,242</u>
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**OTTERY ST MARY AND DISTRICT HOSPITAL LEAGUE OF FRIENDS**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH**  
**2021**

**1. Accounting Policies**

**Statement of compliance**

These 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 Charities Act 2011.

**Basis of preparation**

Under FRS 102 assets and liabilities are initially recognized 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.

**Income and endowments**

With the exception of accounting policies detailed below, all income is recognized once the charity has entitlement to the income, it is probable that the income will be received, and the amount of income receivable can be measured reliably.

**Donations and legacies**

Donations are recognized when the Trust 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 before the charity is entitled to the funds, the income is deferred and not recognized 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 those conditions will be fulfilled in the reporting period.

Legacy gifts are recognized on a case-by-case basis following the granting of probate when the administrator/executor for the estate has communicated in writing both the amount and the settlement date.

**Investment income**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

**Expenditure**

All expenditure is recognized 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 aggregates similar costs to that category.

**OTTERY ST MARY AND DISTRICT HOSPITAL LEAGUE OF FRIENDS**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH**  
**2021**

**Charitable activities**

Charitable expenditure comprises those costs incurred by the Charity in the delivery of its activities and services to 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.

**Governance costs**

These are the costs attributable to the Charity's compliance with constitutional and statutory requirements.

**2. Summary of Net Assets by Funds**

	<u>Unrestricted Funds</u> <u>General</u>	<u>Restricted Funds</u> <u>Minibus</u>	<u>Total</u>
Net Current Assets	<u>398,210</u>	<u>(469)</u>	<u>£397,741</u>

**3. Trustees' Remuneration**

No remuneration directly or indirectly out of the funds of the charity was paid or payable for the year to any trustee or to any person or persons known to be connected with any of them.

**4. Employees' Remuneration**

There were no employees during the year.

**5. Debtors**

	2021	2020
Trade Debtors	27,500	53
Prepayments	<u>507</u>	<u>490</u>
	<u>£28,007</u>	<u>£543</u>



**INDEPENDENT EXAMINERS' REPORT TO THE MEMBERS OF**  
**THE OTTERY ST MARY AND DISTRICT HOSPITAL LEAGUE OF FRIENDS**  
**Charity No: 1000781**

We report on the Accounts of the Trust for the year ended 31 March 2021, which are set out on pages 1 to 7.

**Respective Responsibilities of Trustees and Examiners**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is our responsibility to examine the Accounts under section 145 of the Charities Act and to follow the procedures laid down in the General Directions given by the Charity Commissioners (under Section 145(5)(b) of the Charities Act), and to state whether particular matters have come to our attention.

**Basis of Independent Examiners' Report**

Our examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts 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 Examiners' Statement**

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

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



Easterbrook Eaton Limited  
8 Jesu Street  
Ottery St Mary  
EX11 1EU

Chartered Accountants  
18 October 2021

**OTTERY ST MARY AND DISTRICT HOSPITAL LEAGUE OF FRIENDS**  
**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2021**

	<u>Unrestricted</u> <u>Funds</u>	<u>Restricted</u> <u>Funds</u>	<u>Total</u> <u>31.03.21</u>	<u>Total</u> <u>31.03.20</u>
	£	£	£	£
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<b><u>Net Income/(Expenditure) &amp; Movement in Funds</u></b>	<u>15,095</u>	<u>(596)</u>	<u>14,499</u>	<u>(307,817)</u>
<b><u>Reconciliation of Funds</u></b>				
<b><u>Total Funds Brought Forward</u></b>	<u>383,115</u>	<u>127</u>	<u>383,242</u>	<u>691,059</u>
<b><u>Fund Balances Carried Forward</u></b>	<u>398,210</u>	<u>(469)</u>	<u>397,741</u>	<u>383,242</u>

The notes 1 to 5 on page 6 form part of these Accounts

**OTTERY ST MARY AND DISTRICT HOSPITAL LEAGUE OF FRIENDS**  
**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2021**

**UNRESTRICTED FUNDS**

**Income and Expenditure Account - GENERAL FUND**

	£	£	2020
<b>Income and Endowments from:</b>			
<b>Donations, Legacies and Similar Income</b>			
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AGM Expenses	-		30
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Sundry Expenses	75	899	44
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Patient Comforts			768
Transfer to Minibus Fund	6,350		5,415
Future Commitment - Hospiscare Clinical Services	-		-
Dementia Care	152		-
Future Commitment - End of Life Care (Hospiscare)	-		225,000
Future Commitment - Dementia Care - Admiral Nurse	-		90,000
Future Commitment - Dementia Care - Memory Project	-2,385		2,385
Future Commitment - Kings School Student Grant	-		2,500
Hospiscare Clinical Services - Paid in Year	-		-
Young People's Mental Health (Headlight) - Provision Adjustment	-		(25,000)
Young People's Mental Health (Headlight) - New Project Paid	-		2,250
Young People's Mental Health (Headlight) - New Project Provision	-		6,750
Equipment Purchases	7,709		3,434
Equipment Purchases Provisions	149	11,975	2,351
<b>Governance Costs</b>			
Accountancy Fees		780	780
<b>Total Expenditure</b>		<u>13,654</u>	<u>317,364</u>
<b>Net Income/(Expenditure) &amp; Movement in Funds</b>		<u>15,095</u>	<u>(307,850)</u>
<b>Reconciliation of Funds</b>			
<b>Total Funds Brought Forward</b>		383,115	690,965
<b>Total Funds Carried Forward</b>		<u>398,210</u>	<u>383,115</u>

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**OTTERY ST MARY AND DISTRICT HOSPITAL LEAGUE OF FRIENDS**  
**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2021**

**RESTRICTED FUNDS**

**Income and Expenditure Account - MINIBUS FUND**

	<u>£</u>	<u>£</u>	<u>2020</u>
<b><u>Income and Endowments from:</u></b>			
<b><u>Legacies and Similar Income</u></b>			
Transfer from General Fund	6,350		5,415
Tax Repayment in respect of Gift Aid Donations	-	6,350	-
	<hr/>		
<b><u>Operating Activities</u></b>			
Royal Devon & Exeter NHS Foundation Trust	-		566
Other Users	253	253	1,153
	<hr/>		
<b><u>Activities to Generate Funds</u></b>			
Fundraising Events (Net of Costs)		-	-
<b><u>Investment Income</u></b>			
Interest Receivable		-	-
<b>Total Income</b>		<hr/>	<hr/>
		6,603	7,134
		<hr/>	<hr/>
<b><u>Expenditure on:</u></b>			
<b><u>Charges</u></b>			
Bank Charges		-	-
<b><u>Charitable Expenditure</u></b>			
Petrol and Oil	161		625
Repairs and Maintenance	979		600
Insurance	1,059		876
To Ottery Help Scheme	5,000	7,199	5,000
	<hr/>		
<b>Total Expenditure</b>		<hr/>	<hr/>
		7,199	7,101
		<hr/>	<hr/>
<b><u>Net (Expenditure)/Income &amp; Movement in Funds</u></b>		<hr/>	<hr/>
		(596)	33
		<hr/>	<hr/>
<b><u>Reconciliation of Funds</u></b>			
<b><u>Total Funds Brought Forward</u></b>		<hr/>	<hr/>
		127	94
		<hr/>	<hr/>
<b><u>Total Funds Carried Forward</u></b>		<hr/>	<hr/>
		(469)	127
		<hr/>	<hr/>

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**OTTERY ST MARY AND DISTRICT HOSPITAL LEAGUE OF FRIENDS**

**BALANCE SHEET AS AT 31 MARCH 2021**

	<u>£</u>	<u>2020</u>
<b><u>CURRENT ASSETS</u></b>		
Debtors	28,007	543
Balances At Bank		
Deposit Accounts	641,649	711,074
Current Accounts	633	1,391
	<u>670,289</u>	<u>713,008</u>
<b><u>CURRENT LIABILITIES</u></b>		
Creditors	<u>272,548</u>	<u>329,766</u>
<b><u>NET CURRENT ASSETS</u></b>	<u>£397,741</u>	<u>£383,242</u>

Represented by:

**FUNDS**

**UNRESTRICTED FUND**

General Fund	398,210	383,115
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**RESTRICTED INCOME FUNDS**

Minibus Fund	<u>(469)</u>	<u>127</u>
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	<u>£397,741</u>	<u>£383,242</u>
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**OTTERY ST MARY AND DISTRICT HOSPITAL LEAGUE OF FRIENDS**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH**  
**2021**

**1. Accounting Policies**

**Statement of compliance**

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**Basis of preparation**

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**Going concern**

The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

**Income and endowments**

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Donations are recognized when the Trust 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 before the charity is entitled to the funds, the income is deferred and not recognized 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 those conditions will be fulfilled in the reporting period.

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**Expenditure**

All expenditure is recognized 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 aggregates similar costs to that category.



**OTTERY ST MARY AND DISTRICT HOSPITAL LEAGUE OF FRIENDS**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH**  
**2021**

**Charitable activities**

Charitable expenditure comprises those costs incurred by the Charity in the delivery of its activities and services to 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.

**Governance costs**

These are the costs attributable to the Charity's compliance with constitutional and statutory requirements.

**2. Summary of Net Assets by Funds**

	<u>Unrestricted Funds</u> <u>General</u>	<u>Restricted Funds</u> <u>Minibus</u>	<u>Total</u>
Net Current Assets	<u>398,210</u>	<u>(469)</u>	<u>£397,741</u>

**3. Trustees' Remuneration**

No remuneration directly or indirectly out of the funds of the charity was paid or payable for the year to any trustee or to any person or persons known to be connected with any of them.

**4. Employees' Remuneration**

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**5. Debtors**

	2021	2020
Trade Debtors	27,500	53
Prepayments	<u>507</u>	<u>490</u>
	<u>£28,007</u>	<u>£543</u>

**INDEPENDENT EXAMINERS' REPORT TO THE MEMBERS OF**  
**THE OTTERY ST MARY AND DISTRICT HOSPITAL LEAGUE OF FRIENDS**  
**Charity No: 1000781**

We report on the Accounts of the Trust for the year ended 31 March 2021, which are set out on pages 1 to 7.

**Respective Responsibilities of Trustees and Examiners**

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It is our responsibility to examine the Accounts under section 145 of the Charities Act and to follow the procedures laid down in the General Directions given by the Charity Commissioners (under Section 145(5)(b) of the Charities Act), and to state whether particular matters have come to our attention.

**Basis of Independent Examiners' Report**

Our examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts 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 Examiners' Statement**

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

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



Easterbrook Eaton Limited  
8 Jesu Street  
Ottery St Mary  
EX11 1EU

Chartered Accountants  
18 October 2021