

The Michael Sobell Hospice Charity

Annual Report and Financial Statements

1<sup>st</sup> April 2022 to 31<sup>st</sup> March 2023



Registered Charity in England & Wales Number 1079638

Company Number 03677413

## **Registered office**

Michael Sobell Hospice  
Mount Vernon Hospital  
Rickmansworth Road  
Northwood, Middlesex  
HA6 2RN

## **Auditors**

Sayer Vincent LLP  
Invicta House  
108-114 Golden Lane  
London  
EC1Y 0TL

## **Bankers**

Barclays Bank Plc  
83 Wandsworth High Street  
SW18 2PR

Natwest Bank  
Borehamwood Branch  
80 Shenley Road  
Borehamwood  
Herts  
WD6 1DZ

CAF Bank Limited  
Kings Hill  
Kent  
West Malling

## **Trustees and Directors**

Michael Breen

John Sandercock

Carol Coventry (Appointed July 2022)

Vanessa Avlonitis (Appointed April 2023)

Michael Edwards (Appointed April 2023)

Caroline Morison (Appointed April 2023)

Trustees having served in the year:

John McDonnell (Appointed April 2023, resigned December 2023)

John Fitzpatrick (Appointed July 2022, resigned December 2023)

Margaret Roberts (Appointed July 2022, resigned December 2023)

Kuhan Kuhanandan (Resigned May 2022)

Ian Chandler (Resigned May 2022)

Mark Golinsky (Resigned July 2022)

Barry Horton (Resigned July 2022)

Rosalind Williams (Resigned July 2022)

## **Key management personnel in April 2022 to March 2023**

Chief Executive: William (Steve) Curry (from December 2022)

Head of Charity: Liz Skipper (resigned May 2022)

Director of Finance: Clare Miles (resigned May 2023)

Director of Finance: Vanessa Harrison (from November 2023)

Accountant: David Salter

Interim Director of Fundraising & Communications: Linda Moore (June to December 2022)

Interim Director of Fundraising & Communications: Cath Cole (from December 2022 – October 2023)

Director of Fundraising & Communications: Lauren Kemp (from October 2023)

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# Chair of Trustee's Statement 2022/2023

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The Trustees of The Michael Sobell Hospice Charity (henceforth referred to as MSHC or The Charity) and myself, as Chair, are pleased to be presenting our Annual Statement for the year April 2022 to March 2023.

The 2022/23 financial year has been another challenging, yet interesting time for our Charity, staff and volunteers. The most significant and exciting development being the formal merger in December 2023 with our long term collaborative partner, Harlington Hospice Association Limited (henceforth referred to as Harlington Hospice), this move has combined our clinical and fundraising strengths and expertise. This exciting merger was publicly launched in April 2023, along with our new brand and a return to Michael Sobell Hospice's roots by renaming it Michael Sobell House (how it will be known throughout the rest of this Report).

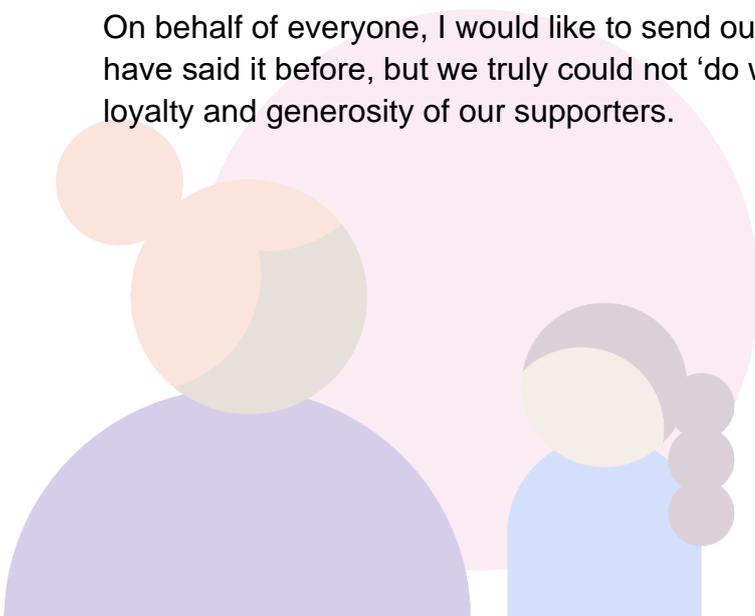
**Together**.... we are currently focussed on shaping our ambitious strategic plans to deliver even greater services to patients and their families whilst improving equality, diversity and inclusion across our governance and leadership structure, our workforce and wide ranging services.

**Together**.... our purpose is to support those in our community living with serious or terminal illness to live each of their days in their own way, to the fullest.

**Together**.... our vision is to create spaces where everyone living with serious or terminal illness is treated as an individual and supported to live with their illness in a positive way.

**Together**...through our Inpatient Unit at Michael Sobell House, Hospice at Home, Wellbeing, Harlington Care, Psychological & Emotional Support and Education & Information services, we are alongside people facing illness, from the point of diagnosis through to the end of life. We also support the people who are close to them throughout the whole experience and into bereavement.

On behalf of everyone, I would like to send our heartfelt thanks to all of you. I know I have said it before, but we truly could not 'do what we do' without the enduring loyalty and generosity of our supporters.



## Inpatient Unit at Michael Sobell House (formerly the Michael Sobell Hospice)

The Inpatient Unit (IPU) at Michael Sobell House has been the only inpatient hospice care service in the London Borough of Hillingdon since it opened in February 1977. Since January 2020 and over the past year Harlington Hospice has been the clinical provider in the IPU, with funds raised by MSHC.

It is a ten bedded Inpatient Unit with a full multidisciplinary team comprising of doctors, nurses, healthcare assistants, rehabilitation and complementary therapists, psychotherapeutic and chaplaincy services. This team provides responsive and compassionate palliative and end of life care to people with complex symptoms and who require emotional support, with the aim of discharging them back home. They also care for people in their last days and hours of life.

In the year, the IPU supported a 24/7 consultant led advice line for clinicians and the public. We worked collaboratively with all other local palliative teams to ensure care was in the right place at the right time for local people. The team can stretch to 12 beds if needed, but generally uses ten.

As part of the care provided to patients staying at the IPU, the multidisciplinary team work to ensure they are supported to explore their aspirations and, where possible, these were carried out. For example, staff supported patients and families with several weddings, a very special trip to Disneyland Paris, a successful pilgrimage to Mecca (with a readmission back to Michael Sobell House on return), virtual reality experiences, and pony visits to the House. We also continued to support patients by taking their beds/wheelchairs outside to enjoy our glorious gardens, which are beautifully cared for by our incredible team of volunteer gardeners.



We have maintained sufficient capacity to enable admissions seven days a week, often admitting patients the same day as we received their referral. We received 275 referrals to the Inpatient Unit and supported 186 patients with 198 admissions (some patients had multiple admissions). We analysed the situation of those who were

referred and not admitted; this was very rarely because we had a waiting list, but usually because patients were referred very late, were too poorly to transfer, were admitted elsewhere, or chose to stay where they were.

The responsiveness of the Inpatient Unit Team remained crucial in the local health economy, working closely with the local hospital and community palliative care teams. Over 70% of admissions were the same or next day, indicating a rapid response to local needs and a better palliative outcome for patients. The House contributed to patients being cared for in their preferred place of care in over 85% of cases.

## Trustees

I would like to thank all the Trustees who served within The Charity during the year and, in particular, those who resigned from office having given sterling service during very difficult times. The Charity would once again like to thank Ian Chandler who was instrumental in the refurbishment and improvement of the House, Barry Horton for his calm and committed approach, Kuhan Kuhanandan who also served diligently as Treasurer and Mark Golinsky whose sage advice and significant fundraising activities have been so valuable.

I would also like to thank Rosalind Williams, who joined the Trustee Board in January 2012 for her ten years of loyal service, who also resigned during 2022. It is certainly not easy to express our immense gratitude to Rosalind who was instrumental in taking The Charity forward and bravely 'steering' the Trustee Board through extremely difficult, emotional and adverse times, when the IPU closed. The Charity was consequently able to remain afloat and continue supporting clinical services within the House, enabling it to re-open and continue supporting our local community - a proud achievement and an enduring legacy.

I was pleased to welcome to the Board a number of Trustees of Harlington Hospice in July 2022 and others that subsequently joined were, Vanessa Avlonitis, Michael (Mick) Edwards, Caroline Morison and John McDonell all of whom worked tirelessly for the Charity particularly with regard to the Merger.

I would like to thank those who have decided to now step back from the Board after many years of service to Harlington Hospice Association. A huge thanks go to Maggie Roberts, Sean Fitzpatrick, and John McDonell.

## Fundraising and Communications

Firstly, my thanks go to everyone who gave so generously and supported The Charity during the year in terms of fundraising and events; your support means we were able to provide our services free of charge to everyone who needed them. Thanks also to our small team of Fundraisers who worked tirelessly to liaise with our dedicated donors.

Although the Fundraising & Communications Team remained small compared to many other Hospices, we were able to recruit a new Individual Giving Manager, a

Community Fundraiser, a Communications Manager, a Communications Officer, and a Fundraising Office Coordinator who all joined us mid-year. Despite only being in post for a few weeks, they were able to deliver a successful Light up a Life event which received very positive feedback. We had plans to run a number of other events in the year, but struggled to recruit sufficient numbers to deliver a strong enough return on investment - people's post COVID concerns about meeting in public were clearly still affecting us. Despite these reservations, our indefatigable Volunteer Committee was able to host another successful Golf Day and loyal supporters returned for our Annual Plant Sale at the Michael Sobell Centre.

We are proud to have launched our new, hand sculpted Memory Tree which is displayed in the café area at Michael Sobell House. Anyone is welcome to dedicate a leaf on the tree to someone who has died – each leaf bears heartfelt words in their memory and the donations generated by the Tree support all of our work.



Our applications to Trusts & Foundations continued and we were particularly grateful to those who chose to continue their support of our work despite the many demands on their limited resources.

In preparation for our merger with Harlington Hospice, we took the decision to move to a new database, Donorfy, to streamline our donation processing and further improve our donor care. Any transition of this type is time consuming, but we are confident it will deliver everything we need in the coming years. We also started work on a new brand for both charities to use once the merger is completed.

### Retail Operation and our amazing Volunteers

The collaborative arrangement between MSHC, Harlington Hospice, and Age UK (Hillingdon, Harrow and Brent) continues and has developed into a very successful group retail operation. The nine shops are working closely together, sharing resources, retail expertise and facilities. The MSHC Warehouse continues to house our growing shared eBay activities, as well as being the 'hub' for our incredibly successful book store.

Our amazing and hugely committed team of book stall volunteers have continued to 'work their magic' as Ambassadors for The Charity over the last year to raise even more funds in support of the House. As well as organising hugely successful book auctions and weekly book stalls, our dedicated band of volunteers and their 'trustworthy books' can also be found raising funds at local community events, including Croxley Revels and local Christmas fairs. We cannot thank this truly wonderful group of volunteers enough for all their hard work and commitment to these outdoor events - their unbelievable dedication to fundraising is incredible and genuinely very much appreciated.

## The Hospice Lottery Partnership

Our successful alliance with The Hospice Lottery Partnership (HLP) continued and generated a vital source of income to support patients, their family and friends. Over the last year, the contributions received totalled £200,000 (2022: £201,000). Our sincere thanks go to everyone who is a member of HLP, those who donate monthly, and those who purchase weekly HLP lottery tickets.

## Current Update Since 1 April 2023

In July 2022, the Boards of MSHC and Harlington Hospice approved the merger plans that had been under discussion for some time. The formal merger of the two charities took place in December 2022, with a subsequent public launch and re-branding to represent a unified hospice – Harlington Hospice - taking place in April 2023. The legal formalisation of this collaborative partnership has enabled both Charities to evolve and focus on the long-term sustainability of Michael Sobell House, Wellbeing, and palliative and end of life care services provided, as well as supporting the staff and volunteers. In addition, fundraising activities have been jointly streamlined, all central services, resources and shared expertise combined and aligned to enhance all services as well as ensuring the stability of both organisations for the future.

### Special Thank You

On behalf of the Board of Trustees, the Charity and the Hospice, I would also like to take this opportunity to formally convey our sincere thanks to the North West London Clinical Commissioning Group, Hillingdon NHS Trust, and all the Mount Vernon Hospital site team and departments for their continuing support of our Charity.

### Personal Thank You

I remain honoured to continue as Chair of the Michael Sobell Hospice Charity, as well as a Trustee and now Chair of Harlington Hospice Association Ltd. My MSHC colleague and Trustee, John Sandercock, is also now a member of Harlington's Board. On behalf of all the Trustees, everyone at the House and The Charity, I would like to say another huge THANK YOU! We certainly continue to depend on your extraordinary loyalty and support to help us in our mission to support the House and provide the highest standards of vital care services with our community.

**Mr M J Breen**  
**Chair of Trustees**

Date: 19 December 2023

# Trustees Report for the year ending 31 March 2023

The Trustees present their annual report and financial statements for the year ending 31 March 2023.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the Charity's Memorandum and Articles of Association, the Companies Act 2006 and "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 2019)".

## Objectives and activities

Our Charity's purposes as set out in the objects contained in the company's Articles of Association and are:

The relief of sickness and suffering of residents of the London Borough of Hillingdon and the surrounding areas and the provision of associated care and support to their carer's, dependants and families, including but not limited to:

- (1) providing financial and other support to organisations providing palliative and end of life care;
- (2) advancing the education of members of the community on the work of such organisations to raise awareness of palliative and end of life care;
- (3) supporting research into high quality palliative and end of life care and disseminating the results of such research through the community.



and carers.

Michael Sobell Hospice has been providing care for over 44 years to people in its catchment area. The Michael Sobell Hospice Charity fundraises to provide a range of support for the clinical services at Michael Sobell House, providing relief and palliative care to patients, former patients and their families. Michael Sobell House is the Hospice and centre for palliative care at Mount Vernon Hospital. The Hospice provides inpatient and day care and is a centre of excellence for specialist services, enhancing without discrimination the care of patients with life limiting illnesses and support for their families

In shaping our objectives for the year and planning our activities, the Trustees have considered the Charity Commission's guidance on public benefit, including the guidance 'Public benefit: running a Charity (PB2)'. The Charity relies on a number of income streams including grants, retail outlets, fundraising events and activities. In addition, we rely on donations, gifts in memory, regular giving, corporate support, and legacies. We endeavour, through a wide range of communication methods, to encourage our local community to take part in our activities and to attend our events to support our work.

## Volunteers at The Michael Sobell Hospice Charity

Without the dedication of our committed and loyal volunteers, The Charity could not support the funding of excellent levels of care to patients, their families, carers and friends. At The Michael Sobell Hospice Charity, there are over 100 volunteers lending a helping hand in a variety of ways, including helping us with income generation activities, working in our retail outlets and generally supporting our events and fundraising work. Our volunteers usually give a regular commitment, which can be flexible to fit around their personal lives and can be anywhere between an hour a month, to several days a week.

Our Fundraising and Retail teams coordinate the recruitment, training and placement of volunteers for The Charity and keep in regular contact with them. Without the time and commitment of volunteers, The Charity would be unable to operate effectively. They are critical to success across all areas of the organisation. The Charity's two shops and warehouse rely heavily on volunteers and without them these outlets would close. They are absolutely business critical. In the office, volunteers work alongside the staff team providing a valuable resource with communications, finance, event preparation and administration.

## Achievements and performance

The activities undertaken in the year satisfy the objectives of The Charity and demonstrate public benefit as required by the Charity Commission.

The Hospice philosophy is based on the individual patient and those around them being of primary importance. The Hospice service is completely free to those who need it, regardless of race or belief. The funds The Charity has generated during the year have supported Michael Sobell House and its patients and families in many ways:

- The Charity raised £1,015,359 (2022: £1,115,861) in the year ending on 31 March 2023 to fund a range of services, activities and equipment.
- Clinical support, educational and administrative salaries within the Hospice have been funded by The Charity, including oncosts, ensuring high levels of professional medical and nursing care for patients, their families, and carers.

- The Charity continued to include patients and families in events to celebrate the lives of their loved ones such as our annual Light up a Life Ceremony.
- Michael Sobell Hospice Charity shops continue to be our 'face' on the high street and a reminder within the local community that the Hospice is there for them when they, or someone they know, needs special care.

## Financial Review

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### Income Generation

The total income for the year amounted to £1,015,359 (2021/2022: £1,155,861) marking a decrease of £140,502 from the previous financial year. This decrease is substantially because The Charity as a beneficiary of legacies from the estates of previous patients and their families will see yearly variances. Income from such legacies in the year decreased by £125,401 to £97,686 (2021/2022: £223,087). Because of their very nature, such bequests are unpredictable and cannot be budgeted for with any certainty. However, these are one of the main indications as to how The Charity and the dedication of the hospice clinical staff is perceived by the local community. The income derived from grants also decreased by £20,013 in the year.

The Charity also saw a decrease in donations to £452,918 (2021/2022: £459,515).

Trading income from shops amounted to £237,791 (2021/2022: £226,103). This increase of 5% in shop income was largely due to the releasing of COVID-19 restrictions on the high streets. This trend is expected to continue as the high street recovers from COVID-19. The fundraising activities, although curtailed again by COVID-19 suffered a small decrease to £149,878 compared to last financial year of £160,434. Both retail and fundraising activities are reinvigorated with additional staff and restructuring retail models, and the management and the Board of Trustees believe that the Charity is well placed to take advantage of the recovery of the post-Covids national economy.

Contributions from The Hospice Lottery Partnership (shown within 'Donations and Legacies') continued to be a steady source for MSHC maintaining roughly at the same level in the current year £200,000 (2021/2022: £201,000). The interest and income from listed investments rose slightly to £19,013 from £15,206 the previous year.

Receipts from the Sobell Bridge Club have continued to recover post COVID-19 with £13,190 (2021/2022: £5,200) and we are hopeful that this recovery will accelerate post the balance sheet date.

## Reserves policy

Following the merger in April 2023, The Michael Sobel Hospice Charity has reviewed its reserves policy to align it with Harlington Hospice Association. It calculates an operating reserve each year, comprising the minimum level of reserves required to ensure financial sustainability.

The target minimum operating reserve is equal to:

- Potential redundancy costs where contracts or funding is uncertain.
- Two months' salary costs to cover late payment of grants or contracts.
- A more general reserve to cover service continuation or wind down arising from the risk to in-year fundraising and retail operations.

The Board of Trustees may in addition decide on a further, discretionary amount to be included in the Reserve for a specific purpose, such as long-term capacity building or a special project. This has not happened in recent years.

The Operating Reserve needed for the financial year 2022-23, based on the factors above, is £318,557.

The Charity and Hospice needs are such that the Trustees consider it prudent to try and retain sufficient reserves to enable The Charity to continue to provide services at the present level. The level of reserves at 31 March 2023 amounted to £773,385 of which £10,408 are for restricted purposes. The Trustees believe that this will provide sufficient time to implement a review of the level of support for The Michael Sobell Hospice and the fundraising strategy. Trustees will continue to strive to maintain the high quality of services experienced by the patients.

## Investment policies

The Finance Committee (a Sub-Committee of the Trustee Board) regularly meet at monthly intervals to ensure that the Charity's investments are held in a prudent way to best exploit the options available in the financial markets, whilst ensuring that the Charity's assets are not overly exposed to market fluctuations.

The deployment of investment assets are as follows:

	31 Mar 23	31 Mar 22
	£'000	£'000
Listed Investments	473	494
Unlisted Investment		
HLP	206	206
Others	1	-

## Investment Policy and Objectives

The policies and objectives remain largely the same as in previous years and continue to be updated regularly.

In light of the economic uncertainty associated with the pandemic, and market volatility globally. The Finance Committee has managed risk keeping primarily to deposits where risks have been minimised but where some benefit was seen towards the end of the financial year as interest rates have begun to increase. As such, investments have performed in line with expectations and policy.

## Liquidity Risk Policy

The Charity will endeavour to maintain sufficient liquid assets, at all times, to meet its known expenditure requirements for the following three-month period. These liquid assets will consist of cash, funds held in current bank and building society accounts, and funds held in notice accounts, not exceeding 90 days-notice, in bank and building society accounts and any fixed term deposits maturing within the next 90 days.

## Investments

The Charity's investments are managed by the Finance Committee, which meets monthly to review the Charity's funds and maximise the return on investments. The committee members are Trustees or appointed advisors. The Finance Committee reports to the Trustee Board at their scheduled meetings, or at any other time, if deemed necessary.

The overall objective is to invest the reserve assets of The Charity prudently so that funds are available if the reserves are needed to support expenditure. Also, to the extent possible within that constraint, to earn as much income and capital gain as possible with due and proper consideration for future needs and the maintenance of, and if possible, the enhancement of the value of the invested funds while they are retained.

The Trustees have agreed to hold about one half of the assets of The Charity in equity investments and about one third in a series of fixed term cash deposits that mature at regular intervals over the following 12 months. The Trustees have decided to delegate the management of the quoted investment to authorised Investment Fund Managers. The Charities Aid Foundation (CAF) has been appointed to manage part of The Charity's quoted investment funds. At present, these investments comprise entirely of "Open-ended Collective Investment Scheme" (OECI) shares. CAF funds are managed by Octopus Investments and they are regulated by the Financial Conduct Authority. The Charities Official Investment Fund (COIF) has been appointed to manage part of The Charity's quoted investment funds. COIF funds are

managed by Churches, Charities and Local Authorities (CCLA) Fund Managers and they are regulated by the Financial Conduct Authority.

## Risks and uncertainties

The Charity's Trustees have considered the major risks to which The Charity is exposed and satisfied themselves that systems or procedures are established to manage those risks. Major risks are those that have a major impact and a probable or highly probable likelihood of occurring. If they occurred, they would have a major impact on some or all of the following areas:

- Governance;
- Reputation;
- Finances;
- Compliance with law or regulation.

Any of these major risks and their potential impacts could change the way Trustees, supporters or beneficiaries might deal with The Charity. The Risk Register is a tool, which enables the Charity to understand its comprehensive risk profile and identifying each major risk to which The Charity is potentially exposed. The register is reviewed and updated by the Board of Trustees annually.

## Fundraising & Communications

We rely on the support of our local community to fund our services – by making donations and grants, taking part in events, visiting our shops and remembering us in their Wills.

The impact of closing the Inpatient Unit in 2018 and then the COVID-19 pandemic still resonated into 2022/23. Fortunately, we were able to fill some staff vacancies and bring some new energy and enthusiasm to our team. We were also able to expand our Communications Team which meant we could spread the word to new audiences about our wide range of services for people living with serious and terminal illness.

Major successes in the year included:

- Golf Day
- The Hospice Lottery Partnership. As a founding member, we continued to benefit from this partnership which, since it launched in 1997, has donated over £16 million to charity.

However, every penny donated through any avenue was invaluable to our patients and those close to them.

It should be noted that:

- The charity does not work with or use any external professional fundraisers, with the exception of The Hospice Lottery Partnership who canvass on our behalf.
- Harlington Hospice Association is registered with the Fundraising Regulator and is fully compliant with its requirements and code of practice.
- The Trustees are not aware of any complaints made in relation to our fundraising activities during the year ending 31 March 2023.
- Ensuring that our supporter's data is safeguarded and used only in an appropriate manner is of paramount importance, in line with GDPR regulations. Our privacy statement can be found in full on our website here: <https://www.harlingtonhospice.org/privacy-policy-users-of-services-volunteers-supporters/>.

## Looking ahead

The impact of COVID-19 on our fundraising has lasted longer than we would have liked, but we are confident our levels of fundraising will return in 2023/24 and beyond.

Fundraising income from all the activities, large or small, is once again appreciatively acknowledged and our sincere thanks go to all our supporters and organisers of the events. We would like to thank all those individuals and businesses for their donations and fundraising efforts on our behalf.

Our thanks go to the Board of Trustees, themselves volunteers for the Charity, for their support and guidance throughout the year. We have a skill mix on the board, which ensures that the business and governance of the Charity is scrutinised, reviewed, and supported well.

# Plans for future development

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## **Priority 1: Increased, improved and sustainable IPU provision**

We recognise Michael Sobell House was never built to last; it has done our patients proud for many years and has become a well respected and well loved part of our community. We also know we are not currently able to meet the increasing need for end of life care in the south of the Borough.

How:

- Devise a plan to futureproof the reprovision of inpatient services in the north of the Borough, increasing capacity to meet an increased and more complex need.
- Identify and secure financial resources (both capital and revenue) to ensure we are able to meet current and future demand.
- Launch a new clinical electronic records system, SystmOne, as part of the NHS Digital Transformation and in line with our community palliative partners.

## **Priority 2: Embedding the merger**

We know the merger of Harlington Hospice and MSHC was the right thing to do for those who access our services, their friends and family and our staff and volunteers. However, we recognise it takes time to successfully embed a new culture and brand.

How:

- Review our HR systems and processes and implement improvements where identified.
- Launch and fully implement our new brand including: re-branding and re-writing internal and external materials, re-branding our buildings, re-branding materials produced by partners and embedding the new brand into all our shops including signage, windows and internal décor.
- Launch the merger and our new vision, values and mission to staff, volunteers and key supporters, checking back with them regularly to collate feedback, taking action where necessary.
- Launch our new look website and continually improve it to ensure it reflects our brand and tone of voice and provides a good user experience.

### Priority 3: Well led

For our charity to offer the very best services to our patients and their family and friends – and to embed our future strategic plan to ensure we are sustainable - we know we need to be well led.

How:

- Bring the newly merged Board together to form a group of high functioning Trustees who challenge the Executive Team to deliver the very best.
- Recruit new Trustees who will bring with them experience, skills, enthusiasm and passion which complement those of our existing Trustees.
- Review the roles of the existing Executive Team, reconfigure where needed and fill all vacant and temporary postholders with permanent staff.
- Review our IT and information governance systems and processes and implement improvements where identified.

## Structure, governance and management

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The Michael Sobell Hospice Charity is a company limited by guarantee governed by its Memorandum and Articles of Association dated 7 November 1998, revised in October 2018 and December 2022. It is registered as a Charity with the Charity Commission (No.1079638).

### Appointment of Trustees

Following planned recruitment through advertisement within our local community, new Trustees will be provided with an induction pack, which includes Charity Commission guidance on the roles and responsibilities of charity Trustees.

Training for new and existing Trustees includes the requirement to attend awareness briefings and on Safeguarding responsibilities and sign a Safeguarding Code of Conduct, as outlined in Harlington Hospice Safeguarding Policy and Procedure.

Training is enhanced with briefings on all aspects of the responsibilities of Trustees and the governance requirements of the health related services provided by The Charity. This is in addition to attendance at Board meetings.

### Organisation

The Board of Trustees, which can have up to 15 members, administers The Charity. The Board normally meets 12 times in a year.

## Trustee induction and training

New Trustees undergo an orientation programme to brief them on their legal obligations under Charity and Company Law, the committee and decision-making processes, the business plan and recent financial performance of The Charity. During the induction period, they meet the other members of the Trustee Board and the staff team. Trustees are encouraged to attend appropriate external events to increase their knowledge and understanding of the role and the wider Charity sector.

## Staff and delegated responsibilities

The Board of Trustees has delegated operational management of Harlington Hospice (and Michael Sobell House) to the Chief Executive, Steve Curry.

The headcount number of staff employed by Harlington Hospice to carry out its charitable activities was 137. In addition, some tasks were also undertaken by contractors and consultants.

The process for recruiting staff is set out in the Recruitment Policy and Procedure. Staff employment terms and conditions are included in Harlington Hospice's Employee Handbook, which is available to all staff.

## Pay policy for senior staff

The directors are The Charity's Trustees. The senior management team comprise the key management personnel of The Charity in charge of directing and controlling, running and operating The Charity on a day-to-day basis (see Organisation note). All directors give their time freely and no director received remuneration in the year. Details of directors' expenses and related party transactions are disclosed in note 24 to the accounts. The pay of the senior staff is reviewed annually and benchmarked against pay levels in other comparable charities, the voluntary sector and similar roles.

## Related parties and cooperation with other organisations

None of our Trustees receive remuneration or other benefit from their work with the Charity. Any connection between a Trustee or senior manager of The Charity with a contractor or supplier or professional services must be disclosed to the Board of Trustees in the same way as any other contractual relationship with a related party.

During the year, Mr M J Breen (the chairman and Trustee of The Michael Sobell Hospice Charity) was also a director of The Hospice Lottery Partnership in which the Charity has an interest.

Michael Breen, John Sandercock, Carol Coventry, Vanessa Avlonitis, Michael Edwards, Caroline Morison John McDonnell MP, Matthew (Sean), Margaret Roberts are also Trustees and Directors of Harlington Hospice Association Limited.

## Auditor

In accordance with the company's articles, a resolution proposing that [Sayer Vincent](#) be appointed as auditor of the company was proposed and approved by the Finance Sub-Committee on 23 March 2023 and was endorsed by the Board of Trustees at their meeting the following month.

### Disclosure of information to auditor

Each of the Trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditor is aware of such information.

The directors' annual report has been prepared in accordance with the special provisions applicable to companies subject to the small companies' regime.

[The Trustees' report was approved by the Board of Trustees.](#)

Mr MJ Breen

**Chairman**

19 December 2023

# Independent auditor's report to the members of The Michael Sobell Hospice Charity

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## Opinion

We have audited the financial statements of The Michael Sobell Hospice Charity (the 'charitable company') for the year ended 31 March 2023 which comprise the statement of financial activities, balance sheet, statement of cash flows and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (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 2023 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.
- 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

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on The Michael Sobell Hospice Charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

### 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. The trustees are responsible for the other information contained within the annual report. 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. 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 course of 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 this gives rise to a material misstatement in the financial statements themselves. 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' annual report for the financial year for which the financial statements are prepared is consistent with the financial statements;
- The trustees' annual report has been prepared in accordance with applicable legal requirements.

### Matters on which we are required to report by exception

In the light of the 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' annual 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 trustees' remuneration specified by law are not made; or
- We have not received all the information and explanations we require for our audit; or
- The directors were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the trustees' annual report and from the requirement to prepare a strategic report.

### Responsibilities of trustees

As explained more fully in the statement of trustees' responsibilities set out in the trustees' annual report, 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.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud are set out below.

### Capability of the audit in detecting irregularities

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, our procedures included the following:

- We enquired of management, which included obtaining and reviewing supporting documentation, concerning the charity's policies and procedures relating to:
  - Identifying, evaluating, and complying with laws and regulations and whether they were aware of any instances of non-compliance;
  - Detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected, or alleged fraud;
  - The internal controls established to mitigate risks related to fraud or non-compliance with laws and regulations.
- We inspected the minutes of meetings of those charged with governance.
- We obtained an understanding of the legal and regulatory framework that the charity operates in, focusing on those laws and regulations that had a material effect on the financial statements or that had a fundamental effect on the operations of the charity from our professional and sector experience.
- We communicated applicable laws and regulations throughout the audit team and remained alert to any indications of non-compliance throughout the audit.
- We reviewed any reports made to regulators.
- We reviewed the financial statement disclosures and tested these to supporting documentation to assess compliance with applicable laws and regulations.
- We performed analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud.
- In addressing the risk of fraud through management override of controls, we tested the appropriateness of journal entries and other adjustments, assessed whether the judgements made in making accounting estimates are indicative of a potential bias and tested significant transactions that are unusual or those outside the normal course of business.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities is available on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). 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 the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Joanna Pittman (Senior statutory auditor)

19 December 2023

for and on behalf of Sayer Vincent LLP, Statutory Auditor

Invicta House, 108-114 Golden Lane, LONDON, EC1Y 0TL

The Michael Sobell Hospice Charity

Statement of financial activities (incorporating an income and expenditure account)

For the year ended 31 March 2023

		2023			2022		
	Note	Unrestricted £	Restricted £	Total £	Unrestricted £	Restricted £	Total £
<b>Income from:</b>							
Donations and legacies	2	580,775	14,712	595,487	738,759	8,739	747,498
Other trading activities	3	387,669	-	387,669	386,537	-	386,537
Investments	4	19,013	-	19,013	15,206	-	15,206
Other income	5	13,190	-	13,190	6,620	-	6,620
<b>Total income</b>		<b>1,000,647</b>	<b>14,712</b>	<b>1,015,359</b>	<b>1,147,122</b>	<b>8,739</b>	<b>1,155,861</b>
<b>Expenditure on:</b>							
Raising funds including charity shops	6	553,666	4,238	557,904	534,766	-	534,766
Charitable activities	7	1,142,843	3,116	1,145,959	1,229,620	14,117	1,243,737
<b>Total expenditure</b>		<b>1,696,509</b>	<b>7,354</b>	<b>1,703,863</b>	<b>1,764,386</b>	<b>14,117</b>	<b>1,778,503</b>
Net income / (expenditure)		(695,862)	7,358	(688,504)	(617,264)	(5,378)	(622,642)
Net gains / (losses) on investments	11	(20,341)	-	(20,341)	37,854	-	37,854
<b>Net (outgoing) / incoming resources before transfers</b>		<b>(716,203)</b>	<b>7,358</b>	<b>(708,845)</b>	<b>(579,410)</b>	<b>(5,378)</b>	<b>(584,788)</b>
<b>Gross transfers between funds</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>6,771</b>	<b>(6,771)</b>	<b>-</b>
<b>Net movement in funds</b>		<b>(716,203)</b>	<b>7,358</b>	<b>(708,845)</b>	<b>(572,639)</b>	<b>(12,149)</b>	<b>(584,788)</b>
<b>Reconciliation of funds:</b>							
Total funds brought forward		1,479,180	3,050	1,482,230	2,051,819	15,199	2,067,018
<b>Total funds carried forward</b>		<b>762,977</b>	<b>10,408</b>	<b>773,385</b>	<b>1,479,180</b>	<b>3,050</b>	<b>1,482,230</b>

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in

## Balance sheet

Company number 03677413

As at 31 March 2023

	Note	£	2023 £	£	2022 £
<b>Fixed assets:</b>					
Tangible assets	13		19,922		10,726
Investments	14		679,295		699,636
			<b>699,217</b>		<b>710,362</b>
<b>Current assets:</b>					
Debtors	15	98,741		278,147	
Investments	16	992		207,649	
Cash at bank and in hand		130,174		447,947	
			<b>229,907</b>	<b>933,743</b>	
<b>Liabilities:</b>					
Creditors: amounts falling due within one year	17	(155,739)		(161,875)	
<b>Net current assets</b>			<b>74,168</b>		<b>771,868</b>
<b>Total net assets</b>			<b>773,385</b>		<b>1,482,230</b>
<b>The funds of the charity:</b>					
Restricted income funds	21		10,408		3,050
Unrestricted income funds:	22				
Designated funds		19,922		813,824	
General funds		743,055		665,356	
<b>Total unrestricted funds</b>			<b>762,977</b>		<b>1,479,180</b>
<b>Total charity funds</b>			<b>773,385</b>		<b>1,482,230</b>

Approved by the trustees on 19 December 2023 and signed on their behalf by

Mr MJ Breen  
Chairman

Statement of Cashflows

For the year ended 31 March 2023

	Note	2023 £	2022 £
<b>Cashflows from operating activities</b>			
Cash (absorbed by)/generated from operations	27	324,356	(190,113)
<b>Investing activities</b>			
Purchase of tangible fixed assets		(12,430)	(1,824)
Investment income received		19,013	15,206
Net cash generated from investing activities		6,583	13,382
Net cash used in financing activities			
Net (decrease) in cash and cash equivalents		(317,773)	(176,731)
Cash and cash equivalents at beginning of year		447,947	624,678
Cash and cash equivalents at end of year		<b>130,174</b>	<b>447,947</b>

## Notes to the financial statements

### For the year ended 31 March 2023

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#### 1 Accounting policies

##### a) Statutory information

The Michael Sobell Hospice Limited is a charitable company limited by guarantee and is incorporated in England and Wales. On 22nd December 2022, Harlington Hospice Association became the sole member of Michael Sobell Hospice Charity Ltd.

The registered office address is Michael Sobell Hospice, Mount Vernon Hospital, Rickmansworth Road, Northwood, Middlesex, HA6 2RN

##### b) Basis of preparation

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) - (Charities SORP FRS 102), The Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy or note.

In applying the financial reporting framework, the trustees have made a number of subjective judgements, for example in respect of significant accounting estimates. Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances. The nature of the estimation means the actual outcomes could differ from those estimates. Any significant estimates and judgements affecting these financial statements are detailed within the relevant accounting policy below.

##### c) Public benefit entity

The charity meets the definition of a public benefit entity under FRS 102.

##### d) Going concern

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

The successful partnership with Harlington Hospice Association Limited has delivered planned synergies and benefits and strengthened the financial position of the Charity.

The charity has taken account of the risks identified by the Board and has made provision through its Reserves calculation to ensure that these risks can be managed. The Finance Sub-Committee regularly monitors cashflow and projected income and expenditure to budget.

The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

##### e) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the income have been met, it is probable that the income will be received and that the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the charity that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Income received in advance of the provision of a specified service is deferred until the criteria for income recognition are met.

##### f) Donations of gifts, services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item or received the service, any conditions associated with the donation have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), volunteer time is not recognised so refer to the trustees' annual report for more information about their contribution.

On receipt, donated gifts, professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

## Notes to the financial statements

### For the year ended 31 March 2023

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#### 1 Accounting policies (continued)

##### g) Interest receivable

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.

##### h) Fund accounting

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund.

Unrestricted funds are donations and other incoming resources received or generated for the charitable purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes. The trustees have decided to report all The Michael Sobell Hospice Charity fixed assets as designated funds.

##### i) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds relate to the costs incurred by the charity by its Charity Shops and in inducing third parties to make voluntary contributions to it, as well as the cost of any activities with a fundraising purpose
- Expenditure on charitable activities includes the costs of delivering services undertaken to further the purposes of the charity and their associated support costs
- Other expenditure represents those items not falling into any other heading

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

##### j) Allocation of support costs

Resources expended are allocated to the particular activity where the cost relates directly to that activity. However, the cost of overall direction and administration of each activity, comprising the salary and overhead costs of the central function, is apportioned on the following basis which are an estimate, based on staff time, of the amount attributable to each activity.

Where information about the aims, objectives and projects of the charity is provided to potential beneficiaries, the costs associated with this publicity are allocated to charitable expenditure.

All support costs incurred by Michael Sobell Hospice Charity Ltd are allocated against Raising funds, as this is the only activity undertaken by Michael Sobell Hospice Charity Ltd.

All governance costs incurred by Michael Sobell Hospice Charity Ltd are allocated against raising funds, as this is the only activity undertaken by Michael Sobell Hospice Charity Ltd. These costs are associated with constitutional and statutory requirements and include any costs associated with the strategic management of the charity's activities.

The Michael Sobell Hospice Charity is not registered for VAT so all expenses shown in the statement of financial activities and notes to the accounts are shown gross (ie inclusive of VAT).

##### k) Operating leases

Rental charges are charged on a straight line basis over the term of the lease.

## Notes to the financial statements

### For the year ended 31 March 2023

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#### 1 Accounting policies (continued)

##### l) Tangible fixed assets

Items of equipment are capitalised where the purchase price exceeds £1,000 and the asset is expected to be productive for more than 12 months. Depreciation costs are allocated to activities on the basis of the use of the related assets in those activities. Assets are reviewed for impairment if circumstances indicate their carrying value may exceed their net realisable value and value in use. Major components are treated as a separate asset where they have significantly different patterns of consumption of economic benefits and are depreciated separately over its useful life.

Where fixed assets have been revalued, any excess between the revalued amount and the historic cost of the asset will be shown as a revaluation reserve in the balance sheet.

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

● Equipment, Fixtures & Fittings	2-4 years
● Motor Vehicles	5 years
● Improvements	10 years
● Freehold Property	50 years
● Michael Sobell House refurbishment	2 years

Land and Buildings are held at valuation, not historic cost. Assets represented by land are not depreciated.

##### m) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

##### n) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

##### o) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

##### p) Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

##### q) Pension schemes

The Charity offers a qualifying defined contribution scheme to all staff. In addition, the charity offers the NHS pension scheme to qualifying staff.

##### National Health Service Superannuation Scheme

This is a statutory superannuation scheme as defined in Section 6.12 (1) Income and Corporation taxes Act 1988 which has no invested funds. Contribution by employers (currently 14.38%) and members (variable rates) are accounted for to the Treasury and benefits are paid from the consolidated fund. This scheme is only open to staff who have been members of the NHS scheme in previous employment under the dispensation rules. The accounting charge represents the employer's contributions for the period. Harlington Hospice Association has no liability or potential liability for accrued unfunded obligations relating to this pension fund.

##### Group Personal Pension Scheme

In addition to the NHS Pension Scheme, the Hospice operates a Group Personal Pension Plan available to all staff. This plan is a defined contribution scheme administered and invested with Scottish Widows. It is a money purchase plan and all eligible employees who are not members of the NHS superannuation scheme are automatically enrolled on starting employment with the charity. Employee contributions are 5% with an employer contribution of 3%. Employees may contribute more to the plan.

Notes to the financial statements

For the year ended 31 March 2023

2 Donations and legacies

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
Donations and gifts	438,206	14,712	<b>452,918</b>	450,776	8,739	459,515
Legacies	97,686	-	<b>97,686</b>	223,087	-	223,087
Grant income	44,883	-	<b>44,883</b>	64,896	-	64,896
	<b>580,775</b>	<b>14,712</b>	<b>595,487</b>	<b>738,759</b>	<b>8,739</b>	<b>747,498</b>

3 Other trading activities

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
Fundraising events	149,878	-	<b>149,878</b>	160,434	-	160,434
Shop income	237,791	-	<b>237,791</b>	226,103	-	226,103
	<b>387,669</b>	<b>-</b>	<b>387,669</b>	<b>386,537</b>	<b>-</b>	<b>386,537</b>

4 Investments

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
Income from listed investments	17,015	-	<b>17,015</b>	13,643	-	13,643
Interest receivable	1,998	-	<b>1,998</b>	1,563	-	1,563
	<b>19,013</b>	<b>-</b>	<b>19,013</b>	<b>15,206</b>	<b>-</b>	<b>15,206</b>

5 Other income

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
Sobell Bridge Club and other income	13,190	-	<b>13,190</b>	5,200	-	5,200
Furlough grant income	-	-	-	1,420	-	1,420
	<b>13,190</b>	<b>-</b>	<b>13,190</b>	<b>6,620</b>	<b>-</b>	<b>6,620</b>

## Notes to the financial statements

For the year ended 31 March 2023

## 6 Costs of raising funds

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
<b>Fundraising and publicity</b>						
Staging fundraising events	21,310	4,238	<b>25,548</b>	44,447	-	44,447
Other fundraising costs	5,195	-	<b>5,195</b>	35,284	-	35,284
Staff costs	226,801	-	<b>226,801</b>	153,865	-	153,865
Support costs	84,248	-	<b>84,248</b>	85,224	-	85,224
	<b>337,554</b>	<b>4,238</b>	<b>341,792</b>	318,820	-	318,820
<b>Trading costs</b>						
Operating charity shops	87,991	-	<b>87,991</b>	83,013	-	83,013
Staff costs	94,422	-	<b>94,422</b>	92,141	-	92,141
Depreciation and impairment	-	-	-	6,702	-	6,702
Support costs	33,699	-	<b>33,699</b>	34,090	-	34,090
	216,112	-	<b>216,112</b>	215,946	-	213,314
<b>Total cost of raising funds</b>	<b>553,666</b>	<b>4,238</b>	<b>557,904</b>	534,766	-	532,134

## 7 Charitable activities

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
Patient / staff support and counselling	-	3,116	<b>3,116</b>	5,154	14,117	19,271
Contribution to salary costs	1,078,694	-	<b>1,078,694</b>	1,151,065	-	1,151,065
Donations for clinical equipment	-	-	-	-	-	-
	1,078,694	3,116	<b>1,081,810</b>	1,156,219	14,117	1,170,336
Support and governance costs	64,149	-	<b>64,149</b>	73,401	-	73,401
	<b>1,142,843</b>	<b>3,116</b>	<b>1,145,959</b>	1,229,620	14,117	1,243,737

Notes to the financial statements

For the year ended 31 March 2023

8 Support costs

	Governance			Governance		
	Support costs	costs	Total	Support costs	costs	Total
	2023	2023	2023	2022	2022	2022
	£	£	£	£	£	£
Management costs	82,484	-	<b>82,484</b>	72,379	-	72,379
Management employment costs	86,012	-	<b>86,012</b>	98,069	-	98,069
Other governance costs	-	13,600	<b>13,600</b>	-	22,267	22,267
	<b>168,496</b>	<b>13,600</b>	<b>182,096</b>	170,448	22,267	192,715
Analysed between						
Fundraising	84,248	-	<b>84,248</b>	85,224	-	85,224
Trading	33,699	-	<b>33,699</b>	34,090	-	34,090
Charitable activities	50,549	13,600	<b>64,149</b>	51,134	22,267	73,401
	<b>168,496</b>	<b>13,600</b>	<b>182,096</b>	170,448	22,267	192,715

Management support costs are reallocated on the basis of staff time per activity.

The allocation percentages noted below show fairly the spread of people and activities between support costs:

50% Fundraising

20% Trading

30% Charitable activities

Governance costs includes auditors' fees, legal, training and other sundry costs.

Audit fees for the year were £14,400 (2022: £12,000).

Notes to the financial statements

For the year ended 31 March 2023

**9 Trustees**

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

**10 Employees**

The average number of employees during the year was:

	<b>2023</b>	2022
	<b>number</b>	number
Fundraising and publicity including shops	9	9
Support staff	4	4
	13	13
Employment costs	2023	2022
	£	£
Wages and salaries	312,982	336,268
Redundancy costs		
Social security costs	29,272	26,582
Pension costs	6,448	
	<b>348,702</b>	362,850

The salary costs of the Key Management Personnel totalled £92,543 for the year (2022: £84,875) which was in respect of 2 employees (2022: 2).

No member of staff earned more than £60,000 in the financial year.

**11 Net Gains / (losses) on investments**

	<b>Unrestricted funds</b>	Unrestricted funds
	<b>2023</b>	2022
	£	£
Revaluation of investments	<b>(20,341)</b>	37,854

**12 Taxation**

The Charity is exempt from tax on income and gains falling within section 505 of Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

Notes to the financial statements

For the year ended 31 March 2023

**13 Tangible fixed assets**

	Fixtures and fittings £	Motor Vehicles £	Total £
<b>Cost</b>			
at April 2022	16,355	15,360	31,715
Additions	12,430	-	12,430
At 31 March 2023	28,785	15,360	44,145
<b>Depreciation</b>			
at April 2022	5,629	15,360	20,989
Depreciation charged in the year	3,234	-	3,234
At 31 March 2023	8,863	15,360	24,223
<b>NBV</b>			
At 31 March 2023	19,922	-	19,922
At 31 March 2022	10,726	-	10,726

**14 Fixed asset investments**

	Listed investments £	Unlisted investments £	Total £
<b>Cost or valuation</b>			
At April 2022	493,826	205,810	699,636
Valuation changes	-20,341	-	-20,341
At 31 March 2023	473,485	205,810	679,295
<b>Carrying amount</b>			
At 31 March 2023	473,485	205,810	679,295
At 31 March 2022	493,826	205,810	699,636

**15 Debtors**

Amounts falling due within one year	2023 £	2022 £
Trade debtors	58,556	60,942
Other debtors	19,313	161,790
Prepayments	20,872	55,415
	<b>98,741</b>	278,147

Notes to the financial statements

For the year ended 31 March 2023

**16 Current asset investments**

	<b>2023</b>	2022
	£	£
<b>Unlisted investments</b>	<b>992</b>	207,649

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

	<b>2023</b>	2022
	£	£
Other taxation and social security	6,304	6,055
Deferred income		6,470
Trade creditors	130,287	132,363
Other creditors	9,148	4,987
Accruals	10,000	12,000
	<b>155,739</b>	161,875

**18 Deferred income**

	<b>2023</b>	2022
	£	£
Deferred income (included within current liabilities)	-	6,470
 Movements in the year		
At start of the year	6,470	-
Resources deferred in the year	-	6,470
Resources applied during the year	(6,470)	-
	-	6,470

Notes to the financial statements

For the year ended 31 March 2023

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**19 Retirement benefit scheme**

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

**20 Share Capital**

The company is limited by guarantee.

If the company is wound up, and there is a financial deficit, the members will contribute a sum of £1

The only member of the company is Harlington Hospice Association Ltd.

## Notes to the financial statements

For the year ended 31 March 2023

## 21 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

Restricted funds	Movement in funds				Balance at 1 April 2022	Movement in funds				Balance at 31 March 2023
	Balance at 1	incoming	Resources			incoming	Resources			
	April 2021	resources	expended	transfers		resources	expended	transfers		
	£	£	£	£	£	£	£	£	£	
Berkhamsted Benevolent	1,642	-	-	(1,642)	-	-	-	-	-	
The Mason le Page Charity	4,140	-	(2,417)	(1,723)	-	-	-	-	-	
Derek Stewart Group	87	-	-	(87)	-	-	-	-	-	
Memory Tree	-	3,000	-	-	3,000	6,580	(4,238)	-	5,342	
Wishlist campaign	-	50	-	-	50	-	-	-	50	
Other restricted	9,330	5,689	(11,700)	(3,319)	-	8,132	(3,116)	-	5,016	
	<b>15,199</b>	<b>8,739</b>	<b>(14,117)</b>	<b>(6,771)</b>	<b>3,050</b>	<b>14,712</b>	<b>(7,354)</b>	-	<b>10,408</b>	

The total restricted fund reserve carried forward amounts to £10,408 (2021: £3,050).

Donations for the memory tree fund are restricted to the memory tree project.

Other restricted donations comprise donations restricted for items for patient care and support.

## 22 Analysis of net assets between funds

	Unrestricted	Restricted	Designated	Total	Unrestricted	Restricted	Designated	Total
	funds	funds	funds		funds	funds	funds	
	2023	2023	2023		2023	2022	2022	
	£	£	£	£	£	£	£	£
Fund balancers at 31 March 2023								
Represented by								
Tangible assets	-	-	19,922	-	-	-	10,726	-
Investments	679,295	-	-	679,295	699,636	-	-	699,636
Net current assets	63,760	10,408	-	74,168	768,818	3,050	-	771,868
	<b>743,055</b>	<b>10,408</b>	<b>19,922</b>	<b>773,385</b>	<b>1,468,454</b>	<b>3,050</b>	<b>10,726</b>	<b>1,482,230</b>

## 23 Operating Lease commitments

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2023	2022
	£	£
Within one year	78,639	72,860
Between two and five years	208,138	161,880
Over five years		31,375
	<b>286,777</b>	<b>266,115</b>

#### 24 Related party transactions

During the year, Mr M J Breen (the chairman and trustee of Michael Sobell Hospice Charity) was also a director of the Hospice Lottery Partnership in which the charity has an interest. Income received in the year was £200,000 (2022: £201,000) and expenditure in the year was £1760 (2022: £733) with an amount due to the Hospice Lottery Partnership of £138 at the year end (2022: £111).

Michael Sobell Hospice Charity trustees Carol Coventry, Michael Breen, Vanessa Avlonitis, Michael Edwards, Margaret Roberts, Caroline Morison and John Sandercock who are also Trustees of Harlington Hospice Association Limited.

From 23 December 2022. Harlington Hospice Association is the sole member of Michael Sobell Hospice Charity and the two charities have merged their operations.

During the year, there were many financial transactions between the two charities, comprising:

- Donations made from MSHC to HHA, in accordance with MSHC's objects, as a contributions towards HHA's running costs for the Michael Sobell House in patient unit
- Recharges of costs between the 2 charities, relating to shop operating costs and fundraising costs

#### 25 Post balance sheet events

The trustees are not aware of any reportable post balance sheet events

#### 26 Ultimate controlling party

The company's ultimate parent undertaking and controlling party is Harlington Hospice Association Limited, a registered charity (number: 1088332) and] company limited by guarantee (number: 04199504). Copies of the consolidated financial statements are available from Companies House/the Charity Commission.

Notes to the financial statements

For the year ended 31 March 2023

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**27 Cash generated from operations**

	<b>2023</b>	2022
	<b>£</b>	£
Deficit for the year	(708,845)	(584,788)
Adjustments for		
Investment income	(19,013)	(15,206)
Fair value gains and losses on investments	20,341	(37,854)
Depreciation of tangible fixed assets	3,234	8,273
Movements in working capital		
Decrease / (Increase) in short term investments	206,657	(10,049)
Decrease in debtors	179,406	446,512
Increase / (Decrease) in creditors	(6,136)	2,999
Cash (absorbed by) operations	<b>(324,356)</b>	(190,113)