

Company registration number: 07299003

Charity registration number: 1136843

**BURY HOSPICE AND SUBSIDIARY**

**CONSOLIDATED  
FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED  
31st MARCH 2016**

Horsfield & Smith  
Chartered Accountants & Statutory Auditor  
269 Walmersley Road  
Bury  
Lancashire  
BL9 6NX

## **BURY HOSPICE AND SUBSIDIARY**

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## **BURY HOSPICE AND SUBSIDIARY**

### **REFERENCE AND ADMINISTRATIVE DETAILS**

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<b>Trustees</b>	M A Lloyd D Emery S J Attwell P L Holliday N A Kershaw R M Robinson G Yardley R P Parker P Horrocks
<b>Secretary</b>	S Carr
<b>Senior Management Team</b>	S Carr E Burke
<b>Principal Office</b>	Rochdale Old Road Bury Lancashire BL9 7RG
<b>Company Registration Number</b>	07299003
<b>Charity Registration Number</b>	1136843
<b>Bankers</b>	The Royal Bank of Scotland 131 Blackburn Street Radcliffe Manchester M26 9WQ  CAF Bank Limited Kings Hill West Mallong Kent ME19 4IQ

## **BURY HOSPICE AND SUBSIDIARY**

### **REFERENCE AND ADMINISTRATIVE DETAILS** *(continued)*

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#### **Bankers**

Barclays Bank Plc  
1 Central Street  
The Rock  
Bury  
BL9 0JN

#### **Auditors**

Horsfield & Smith  
Chartered Accountants and Statutory Auditor  
269 Walmersley Road  
Bury  
Lancashire  
BL9 6NX

## **BURY HOSPICE AND SUBSIDIARY**

### **STRATEGIC REPORT**

**YEAR ENDED 31 MARCH 2016**

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The trustees, who are directors for the purposes of company law, present their strategic report for the year ended 31 March 2016, in compliance with s414C of the Companies Act 2006.

#### **Fair review of the business**

This has been another difficult year for the Hospice. In February 2016 the Board commissioned a comprehensive review of the Hospice in terms of its provision of hospice services, its operation and decision making over the previous two years, which was carried out by an independent consultant with senior experience in the health and charity sectors.

The review was performed over a four month period, and found significant failures in leadership, governance and management. The review has now been carefully considered not only by the Board but also by Bury Council and the Clinical Commissioning Group, who have endorsed the steps taken by the Hospice in response to the review.

On 16 March 2016 the Chief Executive of the Hospice was dismissed and an Interim Chief Executive was appointed to fill the vacancy.

A number of Trustees resigned in the year and the opportunity was taken to recruit new and experienced Trustees who will bring a fresh approach to the governance of the Hospice.

The finances of the Hospice continued to be stable despite its difficulties, as there was an unrestricted surplus in the 2016 year of £19,137 (2015 a deficit of £37,398)

#### **Achievements and performance**

The Trustees are of the opinion that the hard work put in by everyone involved has allowed the Hospice to continue the excellent work it does for the community.

Bury Hospice continues to rely on generous donations including legacies as well as considerable and enthusiastic public support of fundraising activities, the Bury Hospice Lottery and the Charity retail shops and warehouse.

The Trustees acknowledge and appreciate the generous efforts of everyone whose invaluable support ensures that a high quality of care can be given to those patients and their families, who, as they approach the end of their life, seek help from and entrust themselves to the Hospice.

Income generated in the year by the Charity has enabled it to deliver a range of hospice services provided by skilled professional and support staff; this has served to enhance the quality of care which the Hospice continues to give to local patients, their families and carers.

Income generated by fundraising in the year has enabled the Charity to maintain the Hospice building and lease six associated premises for its charitable activities.

In the course of the year Bury Hospice has supported a total 400 patients and their families across all services.

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## **BURY HOSPICE AND SUBSIDIARY**

### **STRATEGIC REPORT** *(Continued)*

#### **YEAR ENDED 31 MARCH 2016**

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##### **Inpatient Unit**

During the year there were 143 admissions to the Inpatient unit, 128 were first time admissions, 25 patients were discharged to various locations and 118 died at the Hospice.

##### **Day Hospice**

A total of 51 Day Care sessions were held within the year. There were 280 attendances and 137 non-attendances.

##### **Hospice at Home**

The team admitted a total of 132 new patients to the service, there were 6 continuing patients and 18 re-referrals. Over the course of the year 79 patients died, 75 in their preferred place of death (home) and 4 patients died in an acute hospital. 61 patients were discharged from the service and 16 continued to be cared for into the next financial year.

##### **Palliative Outpatient Clinic**

A total of 37 patients received support in outpatient clinics over the course of the year. There were 33 Consultant led clinics and 12 Hospice Medical Officer Clinics. There were 19 outpatient clinical interventions performed - 14 paracentesis and 5 infusional therapies.

##### **Family Support**

Over the year the Family Support Coordinator carried out 95 individual face to face support consultations and 30 telephone support sessions.

##### **24hr Advice Line**

The advice line received a total of 112 calls and 66 of those callers received a follow up call. A breakdown of the advice given is as follows; 35% Symptom Control, 35% Medication/Drug range advice, 25% emotional support and 5% general/professional advice.

##### **Financial review**

The results for the year are set out in the Statement of Financial Activities on pages 13 and 14.

The Trustees wish to record their gratitude to everyone who contributed to the income of the Hospice by way of legacies. During the year, the Charity received legacies of £496,718 (2015 - £478,224). Income from Hospice activities, including the Lottery, together with increased support from the NHS Clinical Commissioning Group has meant that the total income of the Hospice for the year from all sources amounted to £2,304,309 (2015 - £2,422,366).

The overall costs of Hospice services decreased from £2,462,617 to £2,283,831 a reduction of £178,786 compared with the previous year's £446,995 decrease.

Staff costs relating to all parts of the organisation were £1,529,123 compared with £1,770,912 in 2015, a decrease of £241,789.

## **BURY HOSPICE AND SUBSIDIARY**

### **STRATEGIC REPORT** *(Continued)*

#### **YEAR ENDED 31 MARCH 2016**

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The decrease in costs has resulted in an unrestricted surplus of £19,137 for the year ended 31 March 2016 (2015 a deficit of £37,398).

#### ***Policy on reserves***

The Trustees have an established policy, whereby they designate a reserve fund 'Continuity Fund' which will enable the Charity to continue, for a period of time, its current activities in the event of a significant drop in funding. This is reviewed on a regular basis as it is obviously necessary to consider how the funding will be replaced or the activities modified should such circumstances arise. The Trustees took the decision in 2011 to set the target level of this fund at six month's total budgeted costs and to attempt to increase it gradually to nine months' total budgeted costs.

The target of six months' budgeted costs based on these accounts equates to £1,075,000 and the actual balance of the continuity fund at 31 March 2016 was £772,450. There is now a shortfall of £302,550 on the target set by the Trustees for this fund. The Trustees continue to take such measures that will allow the 'Continuity Fund' to be grown in the future.

A separate fixed assets fund is recognised by the Trustees representing the net book value of fixed assets already held. Whilst the value of these assets is included within the total funds of the Charity they do not represent liquid or expendable amounts and should be segregated accordingly. This Fund is amended annually by transferring an amount at 31<sup>st</sup> March to or from the Fund as required.

#### ***Investment policy and objectives***

The Trustees have, according to the Articles of Association, the power to invest any part of the income for Bury Hospice in any manner authorised by the appropriate Act(s) of Parliament.

#### **Plans for future periods**

##### ***Activities planned to achieve aims***

During 2016/2017 the hospice will be:

- Continuing to look at the models of care delivery to maximise the use of our finite resources.
- Working in partnership and sharing expertise with other health care professionals in order to meet the increasing need for palliative care for our future patients and their families.
- Raising awareness with the wider community
- Identifying new opportunities to deliver education on particular areas of end of life care that are currently under-developed
- Looking at new areas of fundraising, exploring new events as well as providing support to the people in the community hosting their own fundraising events and activities for us.

## BURY HOSPICE AND SUBSIDIARY

### STRATEGIC REPORT *(Continued)*

YEAR ENDED 31 MARCH 2016

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#### **Children's Hospice**

Grace's Place, is a separate charity set up by Bury Hospice in partnership with Pennine Care Trust. It has its own Board of Trustees who are responsible for its charitable objectives for the purposes of providing services to children from the much wider area of Oldham, Bury, Rochdale, Heywood and Middleton once it has opened.

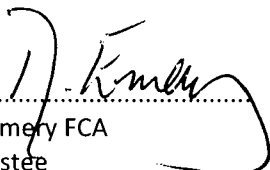
#### ***Principal risks and uncertainties***

As part of the normal business of the Board, the Trustees have undertaken an annual assessment of the risks in the operation of the Charity, and are continuing to consider the ongoing management of those risks.

The Trustees engage independent professional advisers to assist them with legal, estate and investment matters which arise in the conduct of the Charity's business. The Trustees also appoint directors of Bury Hospice Trading Limited, its subsidiary company.

The day to day operation of the Charity and its related organisations are managed by a Chief Executive supported by a Senior Management Team. The Chief Executive is accountable to the Board for the day to day financial control of the Charity, acting within limits of budgets agreed by the Board and reporting regularly to the Trustees through the Finance, Funding and Operation Committee. The Chief Executive is also accountable for the development and provision of the Hospice's charitable services which are defined in the objectives of the Charity and are for the benefit of the local residents. The Chief Executive will report regularly on all related matters to the Trustees through the Board.

The strategic report was approved by the trustees of the Charity on 30/8/16..... and signed on its behalf by:

  
.....  
D Emery FCA  
Trustee



## **BURY HOSPICE AND SUBSIDIARY**

### **TRUSTEES' REPORT**

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The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements and auditors' report of the parent charitable company and its subsidiary for the year ended 31 March 2016.

#### **Trustees**

E M Byrom (Resigned 19 February 2016)  
C K Greene (Resigned 19 February 2016)  
M Mahon (Retired 25 May 2015)  
D Emery  
D Kieran (Retired 31 March 2015)  
S G Brealey (Resigned 6 October 2015)  
M P Ganley (appointed 26 May 2015, Resigned 6 October 2015)  
P M Lavin (appointed 31 March 2015, Resigned 6 October 2015)  
S J Attwell (appointed 4 August 2016)  
P L Holliday (appointed 21 April 2016)  
N A Kershaw (appointed 14 June 2016)  
M A Lloyd (appointed 6 October 2015)  
R M Robinson (appointed 15 June 2016)  
G Yardley (appointed 2 April 2016)  
R P Parker  
P Horrocks

#### **Structure, governance and management**

##### ***Nature of governing document***

Bury Hospice is a charity which was first registered on 13th February 1984. The Charity 'Bury Hospice Association' was dissolved on 30th September 2010 and an incorporated charity was set up on 1st October 2010 to safeguard the patient services, staff and Trustees within this difficult economic climate.

Bury Hospice is a registered charity and a company limited by guarantee. Bury Hospice is governed by its Memorandum and Articles of Association dated May 2010. The members of the charity are the trustees who have consented to become members and whose names have been entered into the members register. The maximum liability of each member is limited to £1.

##### ***Recruitment and appointment of trustees***

Bury Hospice is governed by a Board of Trustees consisting of up to ten Trustee Directors (hereafter referred to as "Trustees") who meet at least four times a year to review and monitor the affairs of the Charity but have met monthly since August 2014. Trustees are appointed by the Board in accordance with its governing document. There are a number of sub-committees chaired by a Trustee and the Board of Trustees receive regular reports and updates from those committees.

##### ***Induction and training of trustees***

Once appointed, each Trustee is familiarised with the Charity and all matters that they should be aware of as Trustees, including copies of the governing documents and prior years' financial statements. Trustees are also issued with copies of the most recent Charity Commission guidance for Trustees.

## **BURY HOSPICE AND SUBSIDIARY**

### **TRUSTEES' REPORT** *(Continued)*

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#### ***Objects and aims***

The Charity has as its charitable objects 'the advancement of health for the public benefit by maintaining a hospice and services for the relief of pain, the treatment of symptoms and the spiritual welfare of those requiring palliative care'.

In furtherance of the above objective, but not otherwise, the Charity may obtain funds by collection, subscription or specific money raising activities to finance the said objective, providing that the charity shall not undertake any permanent trading activities in raising funds for its primary charitable objective.

Bury Hospice raises funds in furtherance of its objective and receives the proceeds of a subsidiary company, Bury Hospice Trading Limited.

The principal activity of the Charity is to provide specialised palliative care services in a hospice and in the community for local people and their families who are facing the challenges of terminal illness and makes a unique and beneficial contribution to the local provisions for end of life care. Bury Hospice currently provides this care to all patients and their families and carers in an In-patient unit, Day Hospice, through outpatient clinics and in the local community through the Hospice at Home service.

#### ***Public benefit***

In shaping our objectives for the year, and planning the Charity's services, the Trustees have considered the Charity Commission's guidance on public benefit, and are satisfied that the Charity meets those requirements as outlined below.

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

#### ***Appreciation***

The Chairman and Trustees would like to record their appreciation to the staff and volunteers who, by their dedicated service and their commitment to the work of Bury Hospice, enable the Charity to achieve its objectives.

#### ***Disclosure of information to auditor***

Each trustee has taken steps that they ought to have taken as a trustee in order to make themselves aware of any relevant audit information and to establish that the Charity's auditor is aware of that information. The trustees confirm that there is no relevant information that they know of and of which they know the auditor is unaware.

## **BURY HOSPICE AND SUBSIDIARY**

### **TRUSTEES' REPORT** *(Continued)*

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#### **Reappointment of auditor**

A resolution to appoint Horsfield & Smith as Auditors for the ensuing year will be proposed at a Board of Trustees' meeting later in the year.

## BURY HOSPICE AND SUBSIDIARY

### STATEMENT OF TRUSTEES' RESPONSIBILITIES

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

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

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

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

Approved by the trustees of the Charity on 30/8/16 and signed on its behalf by:

  
.....  
D Emery FCA  
Trustee



## **BURY HOSPICE AND SUBSIDIARY**

### **INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF BURY HOSPICE**

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We have audited the financial statements of Bury Hospice and its subsidiary company for the year ended 31 March 2016, which comprise the Statement of Financial Activities, Balance Sheet, Statement of Cash Flows and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)).

This report is made solely to the charitable company's trustees, 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 Charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its trustees as a body, for our audit work, for this report, or for the opinions we have formed.

#### **Respective responsibilities of trustees and auditors**

As explained more fully in the Statement of Trustees' Responsibilities (set out on page 10), 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. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for Auditors.

#### **Scope of the audit of the financial statements**

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the group's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.



## BURY HOSPICE AND SUBSIDIARY

### INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF BURY HOSPICE (Continued)

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#### Opinion on the financial statements

In our opinion the financial statements:

- give a true and fair view of the state of affairs as at the end of the financial year and of the profit and loss for the financial year, of the undertakings included in the consolidation as a whole, so far as concerns members of the company;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

#### Opinion on other matter prescribed by the Companies Act 2006

In our opinion 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.

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

We have nothing to report in respect of the following matters where 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.

Jonathan Staples BSc FCA DChA (Senior Statutory Auditor)  
For and on behalf of Horsfield & Smith, Statutory Auditor

269 Walmersley Road  
Bury  
Lancashire  
BL9 6NX

Date:.....30/8/16.....

**BURY HOSPICE AND SUBSIDIARY****CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES****YEAR ENDED 31 MARCH 2016****(INCLUDING INCOME AND EXPENDITURE ACCOUNT****AND STATEMENT OF TOTAL RECOGNISED GAINS AND LOSSES)**

	Note	Unrestricted funds £	Restricted funds £	Total 2016 £	Total 2015 £
<b>Income and Endowments from:</b>					
Donations and legacies	2	815,210	-	815,210	861,429
Charitable activities	3	432,379	-	432,379	429,938
Other trading activities	4	1,051,515	-	1,051,515	1,123,282
Investment income	5	5,205	-	5,205	7,717
Total Income		2,304,309	-	2,304,309	2,422,366
<b>Expenditure on:</b>					
Raising funds	6	(596,539)	-	(596,539)	(620,498)
Charitable activities	7	(1,687,292)	-	(1,687,292)	(1,842,119)
Total Expenditure		(2,283,831)	-	(2,283,831)	(2,462,617)
<b>Net income/(expenditure)</b>		20,478	-	20,478	(40,251)
<b>Other recognised gains and losses</b>					
Gains/losses on revaluation of investment assets		(1,341)	-	(1,341)	2,853
Net movement in funds		19,137	-	19,137	(37,398)
<b>Reconciliation of funds</b>					
Total funds brought forward		5,951,665	17,800	5,969,465	6,006,863
Total funds carried forward	22	5,970,802	17,800	5,988,602	5,969,465

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

The funds breakdown for 2015 is shown in note 22.

# BURY HOSPICE AND SUBSIDIARY

## STATEMENT OF FINANCIAL ACTIVITIES - CHARITY

YEAR ENDED 31 MARCH 2016

(INCLUDING INCOME AND EXPENDITURE ACCOUNT

AND STATEMENT OF TOTAL RECOGNISED GAINS AND LOSSES)

	Note	Unrestricted funds £	Restricted funds £	Total 2016 £	Total 2015 £
<b>Income and Endowments from:</b>					
Donations and legacies	2	808,106	-	808,106	842,179
Charitable activities	3	432,379	-	432,379	429,938
Other trading activities	4	930,108	-	930,108	1,005,036
Investment income	5	5,132	-	5,132	7,445
Total Income		2,175,725	-	2,175,725	2,284,598
<b>Expenditure on:</b>					
Raising funds	6	(469,178)	-	(469,178)	(488,289)
Charitable activities	7	(1,686,069)	-	(1,686,069)	(1,836,560)
Total Expenditure		(2,155,247)	-	(2,155,247)	(2,324,849)
<b>Net income/(expenditure)</b>		20,478	-	20,478	(40,251)
<b>Other recognised gains and losses</b>					
Gains/losses on revaluation of investment assets		(1,341)	-	(1,341)	2,853
Net movement in funds		19,137	-	19,137	(37,398)
<b>Reconciliation of funds</b>					
Total funds brought forward		5,951,665	17,800	5,969,465	6,006,863
Total funds carried forward	22	5,970,802	17,800	5,988,602	5,969,465

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

The funds breakdown for 2015 is shown in note 22.



**BURY HOSPICE AND SUBSIDIARY**  
**CONSOLIDATED BALANCE SHEET**  
**AS AT 31 MARCH 2016**  
**(REGISTRATION NUMBER: 07299003)**

	Note	2016 £	2015 £
<b>Fixed assets</b>			
Tangible assets	11	5,198,352	5,351,407
Investments	12	10	10
		<u>5,198,362</u>	<u>5,351,417</u>
<b>Current assets</b>			
Debtors	13	167,018	231,740
Investments	14	31,206	32,547
Cash at bank and in hand		954,855	966,705
		<u>1,153,079</u>	<u>1,230,992</u>
<b>Creditors: Amounts falling due within one year</b>	15	<u>(362,839)</u>	<u>(482,944)</u>
<b>Net current assets</b>		<u>790,240</u>	<u>748,048</u>
<b>Total assets less current liabilities</b>		5,988,602	6,099,465
<b>Creditors: Amounts falling due after more than one year</b>	16	<u>-</u>	<u>(130,000)</u>
<b>Net assets</b>		<u>5,988,602</u>	<u>5,969,465</u>
<b>Funds of the Charity:</b>			
<b>Restricted income funds</b>	22	17,800	17,800
<b>Unrestricted income funds</b>			
Unrestricted income funds	22	<u>5,970,802</u>	<u>5,951,665</u>
<b>Total funds</b>		<u>5,988,602</u>	<u>5,969,465</u>

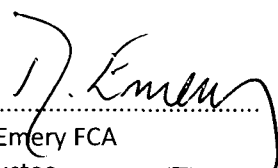
The financial statements on pages 13 to 39 were approved by the trustees, and authorised for issue on 30/8/16 and signed on their behalf by:

  
 .....  
 D Emery FCA  
 Trustee

**BURY HOSPICE AND SUBSIDIARY**  
**BALANCE SHEET - CHARITY**  
**AS AT 31 MARCH 2016**  
**(REGISTRATION NUMBER: 07299003)**

	<b>Note</b>	<b>2016 £</b>	<b>2015 £</b>
<b>Fixed assets</b>			
Tangible assets	11	5,198,159	5,351,005
Investments	12	12	12
		<u>5,198,171</u>	<u>5,351,017</u>
<b>Current assets</b>			
Debtors	13	181,349	272,229
Investments	14	31,206	32,547
Cash at bank and in hand		909,955	892,270
		<u>1,122,510</u>	<u>1,197,046</u>
<b>Creditors: Amounts falling due within one year</b>	15	<u>(332,079)</u>	<u>(448,598)</u>
<b>Net current assets</b>		<u>790,431</u>	<u>748,448</u>
<b>Total assets less current liabilities</b>		5,988,602	6,099,465
<b>Creditors: Amounts falling due after more than one year</b>	16	<u>-</u>	<u>(130,000)</u>
<b>Net assets</b>		<u>5,988,602</u>	<u>5,969,465</u>
<b>Funds of the Charity:</b>			
<b>Restricted income funds</b>	22	17,800	17,800
<b>Unrestricted income funds</b>			
Unrestricted income funds	22	<u>5,970,802</u>	<u>5,951,665</u>
<b>Total funds</b>		<u>5,988,602</u>	<u>5,969,465</u>

The financial statements on pages 13 to 39 were approved by the trustees, and authorised for issue on 30.6.16 and signed on their behalf by:

  
 D Emery FCA  
 Trustee

**BURY HOSPICE AND SUBSIDIARY**  
**CONSOLIDATED STATEMENT OF CASH FLOWS**  
**YEAR ENDED 31 MARCH 2016**

	Note	2016 £	2015 £
<b>Cash flows from operating activities</b>			
Net cash income/(expenditure)		19,137	(37,398)
<b>Adjustments to cash flows from non-cash items</b>			
Depreciation	11	153,055	154,875
Investment income	5	(5,205)	(7,717)
Financial instrument net (gains) losses through statement of financial activities		1,341	(2,853)
		<u>168,328</u>	<u>106,907</u>
<b>Working capital adjustments</b>			
Decrease in debtors	13	64,722	1,339
Decrease in creditors	15/16	(250,105)	(212,366)
Net cash flows from operating activities		<u>(17,055)</u>	<u>(104,120)</u>
<b>Cash flows from investing activities</b>			
Investment income		5,205	7,717
Purchase of tangible fixed assets	11	-	(73,520)
Acquisition of investments in subsidiary undertakings	12	-	(10)
Net cash flows from investing activities		<u>5,205</u>	<u>(65,813)</u>
Net decrease in cash and cash equivalents		(11,850)	(169,933)
Cash and cash equivalents at 1 April		<u>966,705</u>	<u>1,136,638</u>
Cash and cash equivalents at 31 March		<u>954,855</u>	<u>966,705</u>

All of the cash flows are derived from continuing operations during the above two periods.

**BURY HOSPICE AND SUBSIDIARY**  
**STATEMENT OF CASH FLOWS - CHARITY**  
**YEAR ENDED 31 MARCH 2016**

	<b>Note</b>	<b>2016 £</b>	<b>2015 £</b>
<b>Cash flows from operating activities</b>			
Net cash income/(expenditure)		19,137	(37,398)
<b>Adjustments to cash flows from non-cash items</b>			
Depreciation	11	152,846	154,666
Investment income	5	(5,132)	(7,445)
Financial instrument net (gains) losses through statement of financial activities		1,341	(2,853)
		<u>168,192</u>	<u>106,970</u>
<b>Working capital adjustments</b>			
Decrease in debtors	13	90,880	12,387
Decrease in creditors	15/16	(246,519)	(217,737)
Net cash flows from operating activities		<u>12,553</u>	<u>(98,380)</u>
<b>Cash flows from investing activities</b>			
Investment income		5,132	7,445
Purchase of tangible fixed assets	11	-	(73,520)
Acquisition of investments in subsidiary undertakings	12	-	(10)
Net cash flows from investing activities		<u>5,132</u>	<u>(66,085)</u>
Net increase/(decrease) in cash and cash equivalents		17,685	(164,465)
Cash and cash equivalents at 1 April		<u>892,270</u>	<u>1,056,735</u>
Cash and cash equivalents at 31 March		<u>909,955</u>	<u>892,270</u>

All of the cash flows are derived from continuing operations during the above two periods.

**BURY HOSPICE AND SUBSIDIARY**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2016**

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**1 Accounting policies**

**Summary of significant accounting policies and key accounting estimates**

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

**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) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

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

**Going concern**

These accounts have been prepared on the going concern basis, after due regard to the measures put in place by the trustees in respect of future cost savings and financial projections as highlighted in the trustees report.

**Transition to FRS 102**

In preparing the accounts, the trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 the restatement of comparative items was required.

The company transitioned to FRS 102 as at 1st April 2015, no adjustments to the reported financial position and financial performance arose on transition.

**Income and endowments**

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the Charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

No costs of fundraising have been netted against voluntary income.

The following specific policies are applied to particular categories of income:

## **BURY HOSPICE AND SUBSIDIARY**

### **NOTES TO THE FINANCIAL STATEMENTS** *(Continued)*

#### **FOR THE YEAR ENDED 31 MARCH 2016**

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##### **1 Accounting policies** *(Continued)*

###### ***Donations and legacies***

Donations and legacies are recognised on a receivable basis when receipt is probable and the amount can be reliably measured.

The charity does not regard legacy income as receivable simply because it has been informed about it. Legacy income is only recognised when it has been received or when it is reasonably certain that the legacy will be received and the value can be measured with sufficient reliability. If a legacy has not been received or reliably quantified within one month of the year end however, the legacy will not be included in the current year's financial statements.

###### ***Grants receivable***

Grants comprise amounts receivable during the year.

###### ***Gifts in kind***

Gifts-in-kind are included at the cost to the donor. Where this cost is not known precisely an estimate of the value of such gifts is included in donations.

Time given by volunteers is not included at a value.

###### ***Investment income***

Investment income is recognised in the accounts as it arises.

###### ***Other income***

Restricted income and expenditure

Income which is received with restrictions as to its use is treated as restricted income.

Restricted expenditure relates to items for which restricted income has been received. Where the restricted income is insufficient to cover the entire cost of an item, the balance of the expenditure is covered from unrestricted funds.

###### ***Expenditure***

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources.

###### ***Raising funds***

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds. This includes publicity and other costs directly related to fundraising. The costs of Charity retailing (charity shops) are shown separately within this heading.

## BURY HOSPICE AND SUBSIDIARY

### NOTES TO THE FINANCIAL STATEMENTS *(Continued)* FOR THE YEAR ENDED 31 MARCH 2016

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#### 1 Accounting policies *(Continued)*

##### **Charitable activities**

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

##### **Governance costs**

These include the costs attributable to the Charity's compliance with constitutional and statutory requirements, including audit, strategic management and Trustee's meetings and reimbursed expenses.

##### **Taxation**

The Charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the Charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

##### **Tangible fixed assets**

Individual fixed assets costing £1,000 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Where fixed assets have been donated, these are recorded at market valuation or value in use at the time of acquisition.

##### **Depreciation and amortisation**

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

<b>Asset class</b>	<b>Depreciation method and rate</b>
Leasehold and Freehold Property	2% Straight line
Office equipment, fixtures and equipment	10% - 25% Straight line
Plant and machinery	10% Straight line
Motor Vehicles	25% Straight line

The cost of land included in the balance sheet but not depreciated is £414,000.

##### **Business combinations**

Business combinations are accounted for under the purchase method. Where necessary, adjustments are made to the financial statements of subsidiaries to bring the accounting policies used into line with those used by the charity. All intra-group transactions, balances, income and expenses are eliminated on consolidation. In accordance with Section 35 of FRS 102, Section 19 of FRS 102 has not been applied in these financial statements in respect of business combinations effected prior to the date of transition.

## **BURY HOSPICE AND SUBSIDIARY**

### **NOTES TO THE FINANCIAL STATEMENTS *(Continued)*** **FOR THE YEAR ENDED 31 MARCH 2016**

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#### **1 Accounting policies *(Continued)***

##### **Current asset investments**

Current asset investments are included at market value.

##### **Trade debtors**

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

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

##### **Cash and cash equivalents**

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

##### **Trade creditors**

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

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

##### **Borrowings**

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

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

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



## BURY HOSPICE AND SUBSIDIARY

### NOTES TO THE FINANCIAL STATEMENTS *(Continued)* FOR THE YEAR ENDED 31 MARCH 2016

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#### 1 Accounting policies *(Continued)*

##### Fund accounting

Unrestricted General Funds are funds that can be used in accordance with the charitable objects at the discretion of the Trustees.

Designated funds are resources set aside from Unrestricted General Funds for specific purposes at the discretion of the trustees.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose within the objects of the Charity. Restrictions arise when specified by the donor/commissioner or when funds are raised for particular restricted purposes.

##### Hire purchase and finance leases

Leases in which substantially all the risks and rewards of ownership are retained by the lessor are classified as operating leases. Rentals payable under operating leases are charged in the Statement of Financial Activities on a straight line basis over the lease term.

##### Pensions and other post retirement obligations

The Charity operates a defined contribution pension scheme for employees. The assets of the scheme are held separately from those of the Charity.

The annual contributions payable are charged to the Statement of Financial Activities.

##### Financial instruments

##### Classification

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

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

#### 2 Income from donations and legacies

	Unrestricted funds		
	Designated	Total	Total
Consolidated	£	2016	2015
Donations and legacies;		£	£
Trusts income	1,000	1,000	2,728
Donations	246,122	246,122	347,088
Legacies	496,718	496,718	478,224
Gift aid reclaimed	71,370	71,370	33,389
	<u>815,210</u>	<u>815,210</u>	<u>861,429</u>

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## BURY HOSPICE AND SUBSIDIARY

### NOTES TO THE FINANCIAL STATEMENTS *(Continued)* FOR THE YEAR ENDED 31 MARCH 2016

#### 2 Income from donations and legacies *(Continued)*

	Unrestricted funds		
Charity	Designated	Total	Total
	£	2016	2015
		£	£
Donations and legacies;			
Trusts income	1,000	1,000	2,728
Donations	239,018	239,018	327,838
Legacies	496,718	496,718	478,224
Gift aid reclaimed	71,370	71,370	33,389
	<u>808,106</u>	<u>808,106</u>	<u>842,179</u>

#### 3 Income from charitable activities

	Unrestricted funds		
Consolidated	General	Total	Total
	£	2016	2015
		£	£
Grant income - NHS	429,938	429,938	429,938
Grant income - NHS out of area	2,441	2,441	-
	<u>432,379</u>	<u>432,379</u>	<u>429,938</u>

	Unrestricted funds		
Charity	General	Total	Total
	£	2016	2015
		£	£
Grant income - NHS	429,938	429,938	429,938
Grant income - NHS out of area	2,441	2,441	-
	<u>432,379</u>	<u>432,379</u>	<u>429,938</u>

# BURY HOSPICE AND SUBSIDIARY

## NOTES TO THE FINANCIAL STATEMENTS *(Continued)*

### FOR THE YEAR ENDED 31 MARCH 2016

#### 4 Income from other trading activities

	Unrestricted funds	Total 2016	Total 2015
	Designated £	£	£
<b>Consolidated</b>			
Charity retailing	591,092	591,092	651,703
Lottery income	224,688	224,688	266,351
Other events income	219,674	219,674	180,983
Other income - catering	16,061	16,061	24,245
	<u>1,051,515</u>	<u>1,051,515</u>	<u>1,123,282</u>

	Unrestricted funds	Total 2016	Total 2015
	Designated £	£	£
<b>Charity</b>			
Charity retailing	591,092	591,092	651,703
Other events income	219,674	219,674	180,983
Donation from Bury Hospice Trading Ltd	103,281	103,281	148,105
Other income - catering	16,061	16,061	24,245
	<u>930,108</u>	<u>930,108</u>	<u>1,005,036</u>

#### 5 Investment income

	Unrestricted funds	Total 2016	Total 2015
	Designated £	£	£
<b>Consolidated</b>			
Other investment income	5,205	5,205	7,717

# BURY HOSPICE AND SUBSIDIARY

## NOTES TO THE FINANCIAL STATEMENTS *(Continued)* FOR THE YEAR ENDED 31 MARCH 2016

### 5 Investment income *(Continued)*

	Unrestricted funds	Total 2016	Total 2015
	Designated £	£	£
Charity			
Other investment income	5,132	5,132	7,445

### 6 Costs of raising funds

#### Consolidated

	Unrestricted funds			Total 2016	Total 2015
	Fundraising cost - shop £	Fundraising cost - general £	Fundraising costs - catering £	£	£
Activities undertaken directly					
Fundraising trading	-	3,550	-	3,550	6,005
Costs of goods sold	17,006	84,869	21,333	123,208	127,906
Employment costs	194,099	118,647	-	312,746	298,487
Depreciation	3,429	210	-	3,639	4,108
Establishment costs	96,256	-	-	96,256	102,835
Repairs and maintenance	3,241	-	4,663	7,904	5,147
Office expenses	3,069	8,534	64	11,667	10,318
Subscriptions and donations	-	2,532	-	2,532	6,677
Sundry and other costs	7,089	4,741	740	12,570	6,693
Cleaning	2,427	-	-	2,427	14,774
Motor expenses	12,597	1,273	4	13,874	14,804
Advertising and promotion	-	574	-	574	15,336
Legal and professional	-	-	-	-	1,119
Bank charges	1,859	3,733	-	5,592	6,289
	341,072	228,663	26,804	596,539	620,498

# BURY HOSPICE AND SUBSIDIARY

## NOTES TO THE FINANCIAL STATEMENTS *(Continued)* FOR THE YEAR ENDED 31 MARCH 2016

### 6 Costs of raising funds *(Continued)*

Charity	Unrestricted funds			Total 2016 £	Total 2015 £
	Fundraising cost - shop £	Fundraising cost - general £	Fundraising costs - catering £		
<b>Activities undertaken directly</b>					
Fundraising trading	-	3,550	-	3,550	6,005
Costs of goods sold	17,006	-	21,333	38,339	43,514
Legal fees	-	-	-	-	1,119
Depreciation	3,429	-	-	3,429	3,898
Establishment costs	96,256	-	-	96,256	102,835
Repairs and maintenance	3,241	-	4,663	7,904	5,147
Office expenses	3,069	6,334	-	9,403	6,851
Printing, postage and stationery	14	4,304	64	4,382	6,171
Subscriptions and donations	-	426	-	426	195
Sundry and other costs	7,075	104	740	7,919	17,420
Cleaning	2,427	-	-	2,427	2,037
Motor expenses	12,597	8	4	12,609	13,497
Advertising and promotion	-	438	-	438	6,826
Bank charges	1,859	972	-	2,831	6,289
Staff Costs	194,099	85,166	-	279,265	266,485
	<b>341,072</b>	<b>101,302</b>	<b>26,804</b>	<b>469,178</b>	<b>488,289</b>

## BURY HOSPICE AND SUBSIDIARY

### NOTES TO THE FINANCIAL STATEMENTS *(Continued)* FOR THE YEAR ENDED 31 MARCH 2016

#### 7 Costs of charitable activities

Consolidated	Unrestricted funds Main Hospice Activities £	Total 2016 £	Total 2015 £
<b>Activities undertaken directly</b>			
Fundraising costs	4,070	4,070	6,396
Cost of goods sold	795	795	438
Employment costs	1,216,377	1,216,377	1,472,425
Establishment costs	49,440	49,440	43,929
Repairs and maintenance	20,835	20,835	25,857
Office expenses	27,555	27,555	32,364
Printing, postage and stationery	17,115	17,115	29,214
Subscriptions and donations	3,063	3,063	519
Sundry and other costs	54,685	54,685	37,808
Cleaning	1,597	1,597	2,018
Motor expenses	6,400	6,400	6,017
Advertising and promotion	659	659	4,120
Legal and professional costs	5,658	5,658	4,348
Bank charges	6,125	6,125	6,953
Interest payable	12,562	12,562	5,150
Tax	23	23	19
Depreciation	149,412	149,412	150,768
Associated Charity set up costs	78,583	78,583	-
<b>Governance costs:</b>			
Audit fees: audit of the financial statements	5,400	5,400	8,100
Legal fees	26,938	26,938	5,676
	<b>1,687,292</b>	<b>1,687,292</b>	<b>1,842,119</b>

## BURY HOSPICE AND SUBSIDIARY

### NOTES TO THE FINANCIAL STATEMENTS *(Continued)* FOR THE YEAR ENDED 31 MARCH 2016

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#### 7 Costs of charitable activities *(Continued)*

Charity	Unrestricted funds Main Hospice Activities £	Total 2016 £	Total 2015 £
<b>Activities undertaken directly</b>			
Depreciation of tangible fixed assets	149,412	149,412	150,768
Fundraising costs	4,070	4,070	6,396
Cost of goods sold	795	795	438
Repairs and maintenance	20,835	20,835	25,857
Office expenses	27,555	27,555	32,364
Printing, postage and stationery	17,115	17,115	29,214
Subscriptions and donations	3,063	3,063	519
Sundry and other costs	54,685	54,685	37,808
Cleaning	1,597	1,597	2,018
Motor expenses	6,400	6,400	6,017
Advertising and promotion	659	659	4,120
Legal and professional costs	5,658	5,658	4,348
Bank charges	6,125	6,125	3,213
Interest payable	12,562	12,562	5,150
Establishment costs	49,440	49,440	43,929
Staff costs	1,216,377	1,216,377	1,472,425
Associated Charity set up costs	78,583	78,583	-
<b>Governance costs:</b>			
Audit fees: audit of the financial statements	4,200	4,200	6,300
Legal fees	26,938	26,938	5,676
	<u>1,686,069</u>	<u>1,686,069</u>	<u>1,836,560</u>

## BURY HOSPICE AND SUBSIDIARY

### NOTES TO THE FINANCIAL STATEMENTS *(Continued)*

#### FOR THE YEAR ENDED 31 MARCH 2016

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#### 8 Net incoming/(outgoing) resources

Net incoming/(outgoing) resources for the year include:

	Consolidated		Charity	
	2016	2015	2016	2015
	£	£	£	£
Staff pension contributions	83,969	107,865	82,709	106,717
Payments under operating leases:				
- land and buildings	77,350	77,350	77,350	77,350
- plant and equipment	11,991	11,991	11,991	11,991
Depreciation	153,055	154,875	152,846	154,666
Auditors' remuneration				
- audit of the financial statements	5,400	8,100	4,200	6,300

#### 9 Trustees remuneration and expenses

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

Two trustees were reimbursed a total of £282 in relation to travel expenses from the charity during the year.

#### 10 Staff costs

The aggregate payroll costs were as follows:

	Consolidated		Charity	
	2016	2015	2016	2015
	£	£	£	£
Wages and salaries	1,343,359	1,545,025	1,312,318	1,515,225
Social security costs	101,795	118,022	100,615	116,968
Pension costs	83,969	107,865	82,709	106,717
	<u>1,529,123</u>	<u>1,770,912</u>	<u>1,495,642</u>	<u>1,738,910</u>



## BURY HOSPICE AND SUBSIDIARY

### NOTES TO THE FINANCIAL STATEMENTS *(Continued)* FOR THE YEAR ENDED 31 MARCH 2016

#### 10 Staff costs *(Continued)*

The monthly average number of persons (including senior management team) employed by the Charity during the year expressed as full time equivalents was as follows:

	Consolidated		Charity	
	2016 No	2015 No	2016 No	2015 No
Clinical and support staff	28	34	28	34
Fundraising	14	13	14	13
Administration	3	4	3	4
	<b>45</b>	<b>51</b>	<b>45</b>	<b>51</b>

The number of employees whose emoluments fell within the following bands was:

	Consolidated		Charity	
	2016 No	2015 No	2016 No	2015 No
£70,001 - £80,000	1	1	1	1

#### 11 Tangible fixed assets

	Freehold Land and buildings £	Leasehold land and buildings £	Furniture and equipment £	Plant and machinery (incl vehicles) £	Total £
<b>Consolidated</b>					
<b>Cost</b>					
At 1 April 2015	4,803,900	796,959	246,646	174,659	6,022,164
At 31 March 2016	4,803,900	796,959	246,646	174,659	6,022,164
<b>Depreciation</b>					
At 1 April 2015	197,001	259,442	102,168	112,146	670,757
Charge for the year	96,084	15,936	30,509	10,526	153,055
At 31 March 2016	293,085	275,378	132,677	122,672	823,812
<b>Net book value</b>					
At 31 March 2016	4,510,815	521,581	113,969	51,987	5,198,352
At 31 March 2015	4,606,899	537,517	144,478	62,513	5,351,407

# BURY HOSPICE AND SUBSIDIARY

## NOTES TO THE FINANCIAL STATEMENTS *(Continued)* FOR THE YEAR ENDED 31 MARCH 2016

### 11 Tangible fixed assets *(Continued)*

Charity	Freehold Land and buildings £	Leasehold land and buildings £	Furniture and equipment £	Plant and machinery (incl vehicles) £	Total £
<b>Cost</b>					
At 1 April 2015	4,803,900	796,959	244,796	174,659	6,020,314
At 31 March 2016	4,803,900	796,959	244,796	174,659	6,020,314
<b>Depreciation</b>					
At 1 April 2015	197,001	259,442	100,720	112,146	669,309
Charge for the year	96,084	15,936	30,300	10,526	152,846
At 31 March 2016	293,085	275,378	131,020	122,672	822,155
<b>Net book value</b>					
At 31 March 2016	4,510,815	521,581	113,776	51,987	5,198,159
At 31 March 2015	4,606,899	537,517	144,076	62,513	5,351,005

Included within Land and Buildings is land purchased for a consideration of £414,000 which is not depreciated.

### 12 Fixed asset investments

	Consolidated		Charity	
	2016	2015	2016	2015
	£	£	£	£
Market value at 1 <sup>st</sup> April 2015	<u>10</u>	-	<u>12</u>	<u>2</u>
Market value at 31 <sup>st</sup> March 2016	<u>10</u>	<u>10</u>	<u>12</u>	<u>12</u>
Historical cost at 31 <sup>st</sup> March 2016	<u>10</u>	<u>10</u>	<u>12</u>	<u>12</u>

# BURY HOSPICE AND SUBSIDIARY

## NOTES TO THE FINANCIAL STATEMENTS *(Continued)*

### FOR THE YEAR ENDED 31 MARCH 2016

#### 13 Debtors

	Consolidated		Charity	
	2016	2015	2016	2015
	£	£	£	£
Trade debtors	3,845	68,239	3,845	68,239
Due from group undertakings	-	-	16,672	46,120
Other debtors & prepayments	148,173	163,501	145,832	157,870
Accrued income	15,000	-	15,000	-
	<b>167,018</b>	<b>231,740</b>	<b>181,349</b>	<b>272,229</b>

#### 14 Current asset investments

	Consolidated		Charity	
	2016	2015	2016	2015
	£	£	£	£
Listed other shares	31,206	32,547	31,206	32,547

#### 15 Creditors: amounts falling due within one year

	Consolidated		Charity	
	2016	2015	2016	2015
	£	£	£	£
Trade creditors	157,813	275,290	155,553	269,929
Other taxation and social security	100,190	98,045	100,190	98,045
Other creditors	28,509	34,976	5,851	5,991
Accruals	76,327	74,633	70,485	74,633
	<b>362,839</b>	<b>482,944</b>	<b>332,079</b>	<b>448,598</b>

#### 16 Creditors: amounts falling due after one year

	Consolidated		Charity	
	2016	2015	2016	2015
	£	£	£	£
Trade creditors	-	130,000	-	130,000

## BURY HOSPICE AND SUBSIDIARY

### NOTES TO THE FINANCIAL STATEMENTS *(Continued)* FOR THE YEAR ENDED 31 MARCH 2016

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#### 18 Obligations under leases and hire purchase contracts

The total value of future minimum lease payments was as follows:

	Consolidated		Charity	
	2016	2015	2016	2015
	£	£	£	£
Property leases expiring within:				
one year	8250	8250	8250	8250
two to five years	69,100	69,100	69,100	69,100
over five years	-	-	-	-
Other leases expiring within:				
one year	1,002	756	1,002	756
two to five years	9,985	2,004	9,985	2,004
over five years	-	6,582	-	6,582

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#### 19 Charity status

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

#### 20 Commitments

##### Pension commitments

The charity operates a defined contribution pension scheme. Commitments provided for in the accounts amounted to £83,969 (2015 - £107,865). Commitments not provided for in the accounts amounted to £Nil (2015 - £Nil). £Nil relates to pension commitments related to pensions payable to past directors (2015 - £Nil).

##### Other financial commitments

The total amount of other financial commitments not provided in the financial statements was £Nil (2015 - £Nil).

## BURY HOSPICE AND SUBSIDIARY

### NOTES TO THE FINANCIAL STATEMENTS *(Continued)* FOR THE YEAR ENDED 31 MARCH 2016

#### 21 Contingent liabilities

In June 2013 Bury Hospice was awarded a grant of £507,297 by NHS England towards the capital costs of remodelling the previous hospice premises at Dumers Lane into a Children's Hospice. A new company limited by guarantee was formed in equal partnership with Pennine Care Trust under the name Grace's Place for the purposes of its development.

Whilst the capital project has been completed and the grant fully expended, Grace's Place has yet to be opened as it awaits a consultant's report that has been commissioned jointly by the Trustees of Bury Hospice, Grace's Place, Pennine Care Trust and the Bury Clinical Commissioning Group.

The terms of the grant state that should the Children's Hospice fail to open and run the service to the level specified in the grant application, the grant would be repayable.

#### 22 Funds

	Balance at 1 April 2015 £	Incoming resources £	Resources expended £	Other recognised gains/(losses) £	Transfers £	Balance at 31 March 2016 £
<b>Consolidated</b>						
<b>Unrestricted funds</b>						
<i><b>Unrestricted designated funds</b></i>						
Continuity Fund	363,910	2,304,309	(2,283,831)	(1,341)	389,403	772,450
Fixed Asset Fund	5,587,755	-	-	-	(389,403)	5,198,352
	<u>5,951,665</u>	<u>2,304,309</u>	<u>(2,283,831)</u>	<u>(1,341)</u>	<u>-</u>	<u>5,970,802</u>
<b>Restricted funds</b>						
Domiciliary Care fund	14,800	-	-	-	-	14,800
GP Education	3,000	-	-	-	-	3,000
<b>Total restricted funds</b>	<u>17,800</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>17,800</u>
<b>Total funds</b>	<u>5,969,465</u>	<u>2,304,309</u>	<u>(2,283,831)</u>	<u>(1,341)</u>	<u>-</u>	<u>5,988,602</u>

# BURY HOSPICE AND SUBSIDIARY

## NOTES TO THE FINANCIAL STATEMENTS *(Continued)*

### FOR THE YEAR ENDED 31 MARCH 2016

#### 22 Funds *(Continued)*

Charity	Balance at 1 April 2015 £	Incoming resources £	Resources expended £	Other recognised gains/(losses) £	Transfers £	Balance at 31 March 2016 £
<b>Unrestricted funds</b>						
<i>Unrestricted designated funds</i>						
Continuity Fund	363,910	2,175,725	(2,155,247)	(1,341)	389,403	772,450
Fixed Asset Fund	5,587,755	-	-	-	(389,403)	5,198,352
	<u>5,951,665</u>	<u>2,175,725</u>	<u>(2,155,247)</u>	<u>(1,341)</u>	<u>-</u>	<u>5,970,802</u>
<b>Restricted funds</b>						
Domiciliary Care fund	14,800	-	-	-	-	14,800
GP Education	3,000	-	-	-	-	3,000
<b>Total restricted funds</b>	<u>17,800</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>17,800</u>
<b>Total funds</b>	<u>5,969,465</u>	<u>2,175,725</u>	<u>(2,155,247)</u>	<u>(1,341)</u>	<u>-</u>	<u>5,988,602</u>

Consolidated	Balance at 1 April 2014 £	Incoming resources £	Resources expended £	Other recognised gains/(losses) £	Balance at 31 March 2015 £
<b>Unrestricted funds</b>					
<i>Unrestricted designated funds</i>					
Continuity Fund	356,429	2,422,366	(2,417,738)	2,853	363,910
Fixed Asset Fund	5,587,755	-	-	-	5,587,755
	<u>5,944,184</u>	<u>2,422,366</u>	<u>(2,417,738)</u>	<u>2,853</u>	<u>5,951,665</u>
<b>Restricted funds</b>					
MPET priorities 1 to 8	44,879	-	(44,879)	-	-
Domiciliary Care fund	14,800	-	-	-	14,800
GP Education	3,000	-	-	-	3,000
<b>Total restricted funds</b>	<u>62,679</u>	<u>-</u>	<u>(44,879)</u>	<u>-</u>	<u>17,800</u>
<b>Total funds</b>	<u>6,006,863</u>	<u>2,422,366</u>	<u>(2,462,617)</u>	<u>2,853</u>	<u>5,969,465</u>

## BURY HOSPICE AND SUBSIDIARY

### NOTES TO THE FINANCIAL STATEMENTS *(Continued)* FOR THE YEAR ENDED 31 MARCH 2016

#### 22 Funds *(Continued)*

	Balance at 1 April 2014 £	Incoming resources £	Resources expended £	Other recognised gains/(losses) £	Balance at 31 March 2015 £
<b>Charity</b>					
<b>Unrestricted funds</b>					
<i><b>Unrestricted designated funds</b></i>					
Continuity Fund	356,429	2,284,598	(2,279,970)	2,853	363,910
Fixed Asset Fund	5,587,755	-	-	-	5,587,755
	<u>5,944,184</u>	<u>2,284,598</u>	<u>(2,279,970)</u>	<u>2,853</u>	<u>5,951,665</u>
<b>Restricted funds</b>					
MPET priorities 1 to 8	44,879	-	(44,879)	-	-
Domiciliary Care fund	14,800	-	-	-	14,800
GP Education	3,000	-	-	-	3,000
<b>Total restricted funds</b>	<u>62,679</u>	<u>-</u>	<u>(44,879)</u>	<u>-</u>	<u>17,800</u>
<b>Total funds</b>	<u>6,006,863</u>	<u>2,284,598</u>	<u>(2,324,849)</u>	<u>2,853</u>	<u>5,969,465</u>

The specific purposes for which the funds are to be applied are as follows:

#### **Designated funds**

##### **Continuity Fund**

The Trustees took the decision in 2011 to set the target level of this fund at six month's total budgeted costs and to attempt to increase it gradually to nine months' total budgeted costs. This is reviewed on a regular basis as it is obviously necessary to consider how the funding will be replaced or the activities modified should such circumstances arise.

The target of six months' budgeted costs based on these accounts equates to £1,075,000 and the actual balance of the continuity fund at 31 March 2016 was £772,450, a shortfall of £302,550. The Trustees believe that the measures in place will allow the 'Continuity Fund' to be grown in the future.

##### **Fixed Asset Fund**

A separate fixed assets fund is recognised by the Trustees representing the net book value of fixed assets already held. Whilst the value of these assets is included within the total funds of the Charity they do not represent liquid or expendable amounts and should be segregated accordingly. This Fund is amended annually by transferring an amount at 31 March to or from the Fund as required.

## BURY HOSPICE AND SUBSIDIARY

### NOTES TO THE FINANCIAL STATEMENTS *(Continued)* FOR THE YEAR ENDED 31 MARCH 2016

#### 22 Funds *(Continued)*

##### Restricted funds

Restricted funds represent monies in connection with commissioned training and development programmes as listed below:

- **MPET (Multi Professional Education and Training)**  
Supporting the implementation of the North West EOLC Model and the nationally approved end of life care tools, with an emphasis on Advance Care Planning in all care setting through the delivery of education and training.
- **Domiciliary Care Programme**  
To improve the confidence and skills of carers looking after people as they approach the end of life, working collaboratively with the community.
- **GP Education**
  - Improve patient and family experience of end of life care in a community setting
  - Improve confidence and competence of the GP and GP receptionist
  - Provide a skilled workforce.

The Trustees consider there to be sufficient and appropriate assets held at the year end to represent each of the funds held by the Charity.

#### 23 Analysis of net assets between funds

	Designated funds £	Restricted funds £	Total funds £
<b>Consolidated</b>			
Tangible fixed assets	5,198,352	-	5,198,352
Fixed asset investments	10	-	10
Current assets	1,135,279	17,800	1,153,079
Current liabilities	(362,839)	-	(362,839)
Total net assets	5,970,802	17,800	5,988,602
	Designated funds £	Restricted funds £	Total funds £
<b>Charity</b>			
Tangible fixed assets	5,198,159	-	5,198,159
Fixed asset investments	12	-	12
Current assets	1,104,710	17,800	1,122,510
Current liabilities	(332,079)	-	(332,079)
Total net assets	5,970,802	17,800	5,988,602



## BURY HOSPICE AND SUBSIDIARY

### NOTES TO THE FINANCIAL STATEMENTS *(Continued)* FOR THE YEAR ENDED 31 MARCH 2016

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#### 24 Group undertakings

The Financial Statements consolidate the following undertaking on a line by line basis:

Bury Hospice Trading Limited is a limited company registered in England and Wales (company registration number 02786522). The shares of the Company are held by certain Trustees as nominees on behalf of Bury Hospice. The Board of Trustees appoints all directors to the Board of Bury Hospice Trading Limited and exercises significant influence over the Company's activities. The Company administers the Bury Hospice Lottery for the benefit of Bury Hospice.

	2016	2015
	£	£
Aggregate capital and reserves (funds)		
Bury Hospice Trading Limited	<u>2</u>	<u>2</u>
Surplus for the year		
Bury Hospice Trading Limited	=	=

#### 25 Related party transactions

There have been no related party transactions in the reporting period that require disclosure.

#### 26 Transition to FRS 102

The company transitioned to FRS 102 as at 1st April 2015, no adjustments to the reported financial position and financial performance arose on transition.