

THE LEAGUE OF FRIENDS OF ST MONICA'S HOSPITAL

Registered Charity Number: 513694

REPORT AND ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2016

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THE LEAGUE OF FRIENDS OF ST MONICA'S HOSPITAL

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 DECEMBER 2016

Reference and administrative information

Charity Name: The League of Friends of St Monica's Hospital

Charity Number: 513694

Principal Address: The Friends Office
St Monica's Hospital
Long Street
Easingwold
York
YO61 3JD

Bankers: HSBC Bank plc
Market Place
Easingwold
York
YO61 3AA

Independent Examiner: Nigel Atkinson
Hunter Gee Holroyd
Club Chambers
Museum Street
York
YO1 7DN

THE LEAGUE OF FRIENDS OF ST MONICA'S HOSPITAL

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 DECEMBER 2016

Introduction

St Monica's hospital continues to have a special and much appreciated place in the hearts of people living in Easingwold and the villages close by. Many friends and relatives of patients give high praise in writing and verbally for the loving and dedicated staff, helpers and volunteers.

History

The Hospital was founded in 1893 by Mrs Katherine Love, a member of a family of local benefactors living near Easingwold. At first it was known as the Easingwold Cottage Hospital but later renamed St Monica's Hospital after the 4th Century Saint who was mother of the great St Augustus.

Taken over by the state in 1948 the Hospital is now designated a Community Hospital with 12 beds. It is administered by the York Teaching Hospital NHS Foundation Trust providing nursing, rehabilitation and physiotherapy.

The League of Friends of St Monica's Hospital was founded in 1969 to support and promote the work of the Hospital. It works tirelessly to raise funds for various building improvements as well as nursing and medical needs. The League obtained charitable status in 1983 under the Governing Document dated 13 January 1983 which has subsequently been updated twice. The latest amendment is dated 11 June 2009. The Charity is constituted as an unincorporated organisation governed by the Trustees. The Annual General Meeting is open to the public and Members are entitled to speak and vote.

Future of the Hospital

For the entire year there has been considerable debate and uncertainty as to the future of St Monica's including closure of the Physio Wing and possible change of the services provided in the Hospital. A review is being undertaken by the managers of York Teaching Hospital but progress and decisions have taken over the whole year and remain outstanding. The Executive Committee took the view that since the future of the Hospital was unclear formal fund raising, collection of subscriptions and major building works should be suspended.

Organisation

Members of the local community can become Friends of the Charity by an annual subscription of 50p (which has been suspended - see above). In the year under review the President and Trustees were:

Mrs Joan Ramsy (President)
Brigadier (retired) Barry Sanderson OBE (Chairman)
John Barr
Diana Burge (Publicity Officer)
Lizanne Cumberlege (Retired)
Peter Glossop (Vice Chairman)
Louise Higham (Secretary and Website Manager)
John Kirman (Treasurer)
Sharon Metcalfe (St Monica's Staff Representative)
Ann Wilks (Helpers and Volunteers Coordinator)

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FOR THE YEAR ENDED 31 DECEMBER 2016

Under the revised Governing Document one third of the Trustees retire from office at the conclusion of the Annual General Meeting but are eligible for re-election. The total number of Trustees may not be less than five but there is no maximum. Following the Charity Commission's guidance all Trustees undertake familiarisation on governance and trustees duties. A detailed hand out has been produced which all Trustees have been encouraged to read.

The Trustees held six executive meetings during the year under review; 26 March, 7 May, 4 June including the AGM, 13 August, 8 October and 10 December. All Executive Meetings were well attended when lively discussions took place and ideas were exchanged. Minutes were taken, distributed to all Trustees and formally agreed and signed by the Chair at the next meeting. Separate meetings were also held to arrange events.

The Ward Manager - Audrey Willis, the Community Services Locality Manager - Gerry Rook was replaced by Rachel Anderson mid-year and at least one member of the Physio Department are invited to attend the Executive Meetings to provide an insight into the workings and hospital/physio needs.

There is close coordination with the Hospital and Physio Department to ensure best use is made of the funds of the Charity. At each Executive Meeting the Hospital and Physio Department representatives were invited to provide a 'wish list' of items or improvements desired. These were fully discussed to see if the Charity could assist.

Funds and Donations

Despite concerns for the future of the Hospital, many Friends were extremely generous at coffee mornings, funerals and memorial services. Routine allocations and purchase of some medical equipments were made by the Charity as shown below:

- Maintenance of Hospital grounds and Car Parking area - £5,500. Although this amount is quite large the grounds and garden furniture provide a pleasant, comforting environment for those staying as well as visitors, all of whom have been very complimentary. An enjoyable outlook may well help with patient recovery and provide a safe area in which to relax.
- Bladder and Leg Scanners. Consulting bench.
- Christmas Gifts for patients, Flowers weekly in the front entrance, Newspapers, Telephone and Toiletries for patients - £1,300
- Staff Christmas Party - £845 It is a tradition that the Charity provides funds for one celebration for staff. This year the event was held at the Royal Station Hotel York and was very well attended.
- Pictures for the walls of the wards and corridors

Any donations which are specifically for the benefit of staff or the Hospital are forwarded to the York Teaching Hospital for use by St Monica's. The Ward Manager is then able to request money from this fund.

The Charity was very fortunate yet again in the total donations received during 2016. Funeral Services, Memorial Gifts and Donations amounted to £21,500. Letters of thanks for major donations were sent by the Chairman or Treasurer.

THE LEAGUE OF FRIENDS OF ST MONICA'S HOSPITAL

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 DECEMBER 2016

The Trustees are very aware of the generosity of many people and every effort has been made to ensure all donations are used to the best possible advantage of patients in St Monica's. Many projects and major improvements require the approval of the NHS. The formation of the Vale of York Clinical Commission Group and the Federation of Local Surgeries have made slow progress in agreeing improvements and new builds. The Chairman has attended several meetings with very senior staff and Governors of the York Teaching Hospital and it is hoped progress will soon be seen.

Investments

The current policy of the Charity is to invest excess funds in building societies and banks all of which are covered by the Financial Services Compensation Scheme. In addition, a small percentage was placed in a medium risk investment trust in order to improve the overall return on funds invested. Reviews are carried out to ensure that the financial institutions continue to provide the best and secure investment opportunities.

HSBC continue to provide banking facilities for the Charity.

Will Mowatt continues to act as Financial Advisor for the Charity.

Activities

Helpers and Volunteers have spent time each day supporting the medical staff and providing comforts for the patients.

A public band concert was planned to take place in June but was rained off. Six themed coffee mornings were held to publicise and thank all the supporting helpers, volunteers and prospective members. All were very well attended. In December a Hand Bell Group gave a very enjoyable musical soiree for the volunteers. It had been planned for the Group to visit the wards but due to acute sickness this had to be called off.

Publicity

Considerable efforts were made to ensure the local community are kept informed of the future of the Hospital, events and expenditure. The local newspaper published frequent updates. The web site (www.fosmh.org.uk) has been completely revised. A coloured leaflet is available giving details of the Hospital, The Friends, recent purchases and guidance on membership.

THE LEAGUE OF FRIENDS OF ST MONICA'S HOSPITAL

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 DECEMBER 2016

Risk Assessment

Public liability and Trustees insurance are in place. A review is undertaken annually to ensure that the cover is appropriate. Controls in place for the movement of funds are considered adequate. The financial records are processed using an accounting software package and bank reconciliations effected on a monthly basis. Any irregularities are investigated and resolved. Any cash received is counted and recorded in the presence of two Trustees. At each Executive Meeting a summary financial report is produced.

Future

The future of the League of Friends remains to continue with its aim to assist St Monica's and the Physio Department to enhance the medical services for patients. The Hospital is an integral part of the Community, much appreciated by everyone and so many have been involved that it is a collective duty to maintain those services for future generations. However we must move with the times by identifying the needs of the community and support the services of the Vale of York Clinical Commissioning Group (CCG) and The City and Vale GP Alliance (CAVA) Care Hub as they evolve. Both are relatively new organisations and it is not possible to be specific as to the purposes and timescale within which the League's financial reserves may be applied. The League has strongly encouraged discussion and given suggestions at public meetings to both the CCG and CAVA. The League has a sub committee of the executive committee investigating types of medical and social services locally available or needed.

The trustees declare that they have approved the trustees' report above.

.....
Barry Sanderson OBE

Date:

.....
John Kirman

Date:

THE LEAGUE OF FRIENDS OF ST MONICA'S HOSPITAL

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE LEAGUE OF FRIENDS OF ST. MONICA'S HOSPITAL *FOR THE YEAR ENDED 31 DECEMBER 2016*

I report on the accounts of the Trust for the year ended 31 December 2016 which are set out on pages 7 to 10.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 (2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act, and
- to state whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S REPORT

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the next statement.

INDEPENDENT EXAMINERS STATEMENT

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

1. which gives me reasonable cause to believe that in, any material respect, the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Nigel Peter Atkinson FCA
Hunter Gee Holroyd Chartered Accountants
Club Chambers
Museum Street
York
YO1 7DN

THE LEAGUE OF FRIENDS OF ST MONICA'S HOSPITAL

RECEIPTS & PAYMENTS ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2016

	2016		2015	
	£	£	£	£
RECEIPTS				
DONATIONS				
Membership Subscriptions, Donations and Memorial Gifts	21,500		14,716	
Legacies	-		39,337	
		21,500		54,053
FUNDRAISING EVENTS				
Coffee Mornings	-		285	
		-		285
INVESTMENT INCOME				
Investments - Interest	9,863		4,151	
		9,863		4,151
		31,363		58,489
PAYMENTS				
FUNDRAISING & ADMINISTRATION EXPENSES				
Advertising and promotion	841		85	
Insurance	359		324	
Stationery	22		109	
Accountancy	834		810	
Website	230		1,130	
Lottery Registration Fee	20		20	
Data Protection Fee	35		35	
		2,341		2,513
BALANCE CARRIED FORWARD		29,022		55,976

THE LEAGUE OF FRIENDS OF ST MONICA'S HOSPITAL

RECEIPTS & PAYMENTS ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2016

	2016		2015	
	£	£	£	£
BALANCE BROUGHT FORWARD		29,022		55,976
HOSPITAL NEEDS				
Ward Improvements	91		14,466	
Physiotherapy Items	1,042		756	
Kitchen Equipment	122		309	
Flowers & Hanging Baskets	250		150	
Newspapers	770		612	
Telephone	329		388	
Staff Party	845		665	
Staff Needs	236		247	
Hospital Grounds	5,769		5,525	
Sundries	125		-	
Patient Toiletries & Christmas Gifts	183		146	
		(9,762)		(23,264)
INCREASE IN FUNDS		19,260		32,712
FUNDS AT END OF LAST YEAR		458,214		425,502
FUNDS AT END OF THIS YEAR		477,474		458,214

THE LEAGUE OF FRIENDS OF ST MONICA'S HOSPITAL

BALANCE SHEET

AS AT 31 DECEMBER 2016

	Notes	2016	2015
		£	£
Balances at Bank			
- Money Market Investments		460,123	444,357
- Deposit Account		85	85
- Current Account		17,266	13,772
Cash in Hand		-	-
NET CURRENT ASSETS		<u>477,474</u>	<u>458,214</u>
TOTAL ASSETS		<u>477,474</u>	<u>458,214</u>
FUNDS			
Unrestricted	2	477,474	458,214
Restricted		-	-
		<u>477,474</u>	<u>458,214</u>

Barry Sanderson OBE

Date:

John Kirman

Date:

THE LEAGUE OF FRIENDS OF ST MONICA'S HOSPITAL

NOTES TO THE ACCOUNTS

AS AT 31 DECEMBER 2016

1. 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) issued on 16 July 2014 and the Charities Act 2011.

The financial statements have been prepared on the 'receipts and payments' basis.

2. Unrestricted funds

From time to time the charity is fortunate to receive substantial legacies and donations from the estates and relatives of former patients and sometimes from other generous benefactors who wish to see the work of St Monica's maintained at the highest level, within the best possible accommodation and with the finest equipment. The trustees are mindful that they need to address uses for these funds and undertake to do so with the cooperation of York Hospitals Trust which provides the day to day nursing and care functions and funds all associated costs of running the establishment.

The trustees regret that it is not possible to be specific as to the purposes for which and the timescale within which the Reserves may be applied.