

Registered number: 08174255  
Charity number: 1148968

**DENVILLE HALL 2012  
FINANCIAL STATEMENTS  
31 MARCH 2017**

**FILING COPY**

# **DENVILLE HALL 2012**

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## **DENVILLE HALL 2012**

### **REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS FOR THE YEAR ENDED 31 MARCH 2017**

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#### **Trustees**

Lalla Ward, Chairman  
Geraldine James OBE, Vice Chairman  
Derek Lamden  
Louisa Rix  
Richard Berry  
Joanna David  
Hemlata Bountra, Treasurer

#### **Company registered number**

08174255

#### **Charity registered number**

1148968

#### **Registered office**

62 Ducks Hill Road  
Northwood  
Middlesex  
HA6 2SB

#### **Committees**

##### **House Committee**

Lalla Ward (Chairman)  
Derek Lamden (Deputy Chairman)  
Abigail McKern  
Jane Maud  
Louisa Rix  
Michael Simkins  
Trudie Goodwin

The remit of the house committee is to ascertain the eligibility of prospective beneficiaries. All trustees are welcome at any or all house committee meetings; Derek Lamden and Louisa Rix have elected to be regular members of this committee.

##### **Finance and General Purpose Committee**

Richard Berry (Chairman)

All trustees are members of this committee, with the addition of Michael Simkins (house committee member). The Finance and General Purpose Committee is responsible for the financing and day to day operation of the charity.

#### **Senior management team**

Diana O'Hare, Interim Registered Manager  
Fazly Wahab, Finance Director  
Kate Wilson, Fundraising and Development Consultant

## **DENVILLE HALL 2012**

### **REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS FOR THE YEAR ENDED 31 MARCH 2017**

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#### **Advisers (continued)**

##### **Independent auditor**

Blick Rothenberg Audit LLP  
16 Great Queen Street  
Covent Garden  
London  
WC2B 5AH

##### **Bankers**

Barclays Bank plc  
1 Churchill Place  
London  
E14 5HP

##### **Solicitors**

Bircham Dyson Bell LLP  
50 Broadway  
London  
SW1H 0BL

##### **Investment manager**

Sarasin & Partners LLP  
Juxon House  
100 St Paul's Churchyard  
London  
EC4M 8BU



# **DENVILLE HALL 2012**

## **TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2017**

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The trustees present their annual report together with the audited financial statements of Denville Hall 2012 ("the charity") for the year ended 31 March 2017. The trustees confirm that the annual report and financial statements of the charity comply with the current statutory requirements, the requirements of the charity's governing document and the provisions of the Statement of Recommended Practice (SORP), applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland ("FRS 102") (effective 1 January 2015).

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

#### **a. Constitution**

Denville Hall was founded in 1926 by Alfred Denville, in memory of his son who was killed in the Great War. The home was registered with the Charity Commission on 31 October 1962, when Richard and Sheila Attenborough were asked by Prince and Norah Littler to take on Denville's administration following their successful work with Noel Coward for the Actors' Orphanage.

For many years the charity was governed by a Scheme dated 17 March 1979 as amended by the Scheme dated 3 April 1992 and a resolution dated 28 September 2012. Denville Hall 2012 was formed as a limited company, number 8174255 on 9 August 2012 and as a registered charity, number 1148968. On 1 October 2012 all the responsibilities, assets and liabilities of the existing charity were transferred to Denville Hall 2012. This charitable company continues to be known as Denville Hall. With effect from 1 October 2012 the charity is governed by the Articles of Association of Denville Hall 2012.

The trustees are responsible for the governance, strategy and finance, for ensuring compliance with Care Quality Commission ('CQC') criteria, and for the business planning of the charity. The Finance and General Purpose Committee of the charity is responsible for monitoring income and expenditure and for recommending to the trustees budgets and necessary associated procedures. The House Committee supports the Registered Manager of Denville Hall, and is responsible for assessing the eligibility for those applying for care. The House Committee is dedicated to connecting the residents themselves to the world of theatre in which committee members still work, bringing into the house as they do vivid descriptions of the life and experiences they can share. Lalla Ward, the House Committee and Trustees' chairman, is the charity's designated representative, known as the Registered Individual with the CQC.

The trustees of Denville Hall are, as stipulated by the Articles of Association, made up of a percentage of those from the theatrical profession, many of whom have had long association with the charity, and of others recruited for their financial and other expertise.

The appointment of the managing director who joined us in February 2016 came to an end with the mutually agreed resignation of the appointee within a six-month probationary period. Our Director of Nursing, Merrilee Briggs, became manager from 19 July 2016 until 7 June 2017, and is followed by an interim manager, Diana O'Hare. Fazly Wahab succeeds interim finance officer Nik Hingston, who was appointed in August 2016 and left after a handover to Mr Wahab.

Denville Hall is a member of the Combined Theatrical Charities, known now as "Acting for Others", an umbrella organisation chaired by Sir Stephen Waley-Cohen, consisting of charities representing the performing arts including ballet and opera, actors' children, backstage staff, and performers in all parts of the world.

#### **b. Method of appointment or election of trustees**

Trustees are appointed on the basis of the skills they bring to the board and their willingness to serve. At any one time there may be no less than 3 trustees and no more than 7, of which 2 should be members or former members of the acting profession.

## **DENVILLE HALL 2012**

### **TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2017**

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#### **c. Policies adopted for the induction and training of trustees**

New trustees undergo an orientation day to brief them on: their legal obligations under charity and company law, the Charity Commission guidance on public benefit, and inform them of the content of the Memorandum and Articles of Association, the committee and decision-making processes, the business plan and recent financial performance of charity. During the induction day they meet key employees and other trustees. Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role.

We continue a program of training for staff, volunteers, committee members and trustees, in awareness of our legal requirements to protect and safeguard the vulnerable adults in our care. We have this year implemented the documentation process called iCare, whereby all records and care plans, daily updates and information are kept on line and residents' data is made accessible to their relatives where appropriate. We have had positive pharmacy audits including a full review of medication practices. We have re-established links with the Community Matron, the Palliative Care team, SALT and Rapid Response. We have created links with Mount Vernon Cancer Centre for palliative care training. There have been audits of Health and Safety and Fire and risk assessment. All mandatory training for staff by an external trainer is up to date.

#### **d. Pay policy for senior staff**

The pay of the charity's key management personnel is reviewed annually and normally increased in accordance with average earnings. Remuneration is also bench-marked with Nursing Homes of a similar size and activity to ensure that the remuneration set is fair and not out of line with that generally paid for similar roles.

### **Objectives and activities**

#### **a. Policies, objectives and strategies for achieving objectives**

The formal objective of the charity is to maintain and support Denville Hall as a residential, nursing and dementia care home for elderly actors and other members of the theatrical profession. Denville Hall also offers short stay respite and convalescent care and works closely, when required, with the palliative care team in the area. The trustees have had due regard to the guidance on public benefit issued by the Charity Commission in setting policies and objectives.

The charity serves elderly members of a particular profession, one where financial security is, in many cases, far from being the norm. Financial support is given through a general subsidy for all our residents, and in particular, often substantial, additional subsidy to those in greatest need. A potential beneficiary is never turned away for purely financial reasons - we deny access to services only when required to do so on medical and professional criteria agreed with the CQC as part of the charity's registration, or when there is no bed available. Where an applicant does not meet our criteria for admission we will always do our best to advise on alternative sources of help.

As ever, our aim at Denville Hall is to enable our highly individual residents to live with dignity and freedom of choice amid surroundings that are physically and mentally comfortable. Within the nursing and residential area of the home we aim to preserve maximum independence and will help each person to choose, as much as possible, what level of care he or she needs, consulting with them directly. We respect their decisions and abide by them, intervening only where absolutely in the interests of safety and guided by professional recommendations.

## **DENVILLE HALL 2012**

### **TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2017**

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#### **a. Policies, objectives and strategies for achieving objectives (continued)**

We care for our dementia patients in Jeanne's Wing with dignity and respect, aiming to allow as much freedom as possible within safety constraints, and in an atmosphere which is relaxed, stimulating and supportive. We have now been awarded the Butterfly Kite Mark from Dementia Care Matters, and applaud our dedicated team of carers in Jeanne's Wing who have achieved this wonderful result. This acquires us a status that has so far been awarded to only 40 care homes of the approximately 40,000 nationwide.

All those residents with dementia and who are deemed vulnerable are safeguarded within the Mental Capacity Act 2005, Deprivation of Liberty, in order to protect them from harm.

As always, we strive to provide a varied and fulfilling life for all of our residents, continually endeavouring to improve care, entertainment, nourishment, rest and spiritual and artistic satisfaction. We work with each individual to identify particular wishes and hope to create a supportive and stimulating environment. Lalla Ward chairs a well-attended monthly Residents' Meeting, thereby giving an opportunity to those we care for to voice any concerns, likes or dislikes and to make suggestions for improvements, or to have general input into their life at Denville Hall. Live Streaming, through the National Theatre's generous donation to us of NTLive, continues to be a source of great joy, bringing as it does the world of live theatre directly into Denville Hall. Our activities co-ordinator organises shopping outings and restaurant or pub visits, Scrabble games, daily film screenings, Wii sports participation, an art room, word games, and a flourishing Poetry Group. We have twice-weekly exercise classes, a weekly visit from hairdressers, and visits from a manicurist, physiotherapist, chiropodist and masseuse. We continue to have iPad training sessions for those residents who are interested. Our small 'corner shop' within Denville Hall, known as "Prompt Corner", continues to be a much-used amenity. Concerts continue to be a source of pleasure, and we benefit, as has been the case for many years, from the generous support of the students of the Royal Academy of Dramatic Art (RADA). We throw an annual summer party to commemorate the birthday of our most generous benefactress, the late Baroness Jeanne de Rothschild. Christmas is, of course, a time for parties for residents and staff. Residents enjoy helping with the painting of decorations for the many Christmas trees that adorn Denville Hall. Senior management and the chair of trustees attended a conference in Oxford on the subject of food appreciation and we plan to follow up with the organiser, Professor Charles Spence, along with our own excellent chef, to enhance the dining experience at Denville Hall.

Denville Hall has in the past been supported by generous individuals' legacies and larger benefactions from those with whom the trustees and committee members have personal contact, from members of the profession and the public generally. The importance we place on our residents' privacy makes it especially difficult for us to consider more public fundraising but with the invaluable support of our Development and Fundraising consultant, Kate Wilson, we work continuously towards sustaining our ability to maintain and improve our income.

Last October we celebrated our 90th Anniversary, with a luncheon at Home House in London hosted by Sir Ian McKellen and Simon Russell Beale CBE, our president, a splendid occasion supported generously by many illustrious members of the theatrical profession.

We continue to be proud of the uniqueness of Denville Hall, and are eternally grateful for the support we get from our profession.

It is with sadness that we record the deaths in the year ended 31 March 2017 of Miss Magdalen Egerton, Miss Beryl Vosburgh, Mr Michael Williams, Mr Geoffrey Underwood, Lord Rix, Mr Andrew Sachs, Mrs Phyllis Golding, Mrs Margaret Hewlett and Mr David Storey.

# **DENVILLE HALL 2012**

## **TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2017**

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### **Financial review**

#### **a. Going concern**

The trustees have considered the twelve months from signing the financial statements and are satisfied that the charity can meet its commitments as they fall due, based on the ability to draw down on the investment portfolio as required. On this basis the trustees have concluded that it is appropriate to prepare the financial statements on a going concern basis.

#### **b. Principal risks and uncertainties**

The trustees have undertaken risk assessments in conjunction with the General Manager of Denville Hall to meet the requirements of the Care Quality Commission, including recognition that specific safeguards are needed with regard to the vulnerability of our beneficiaries. We have an on-going programme of training for staff, volunteers, committee members and trustees, in awareness of our legal requirements to protect and safeguard the vulnerable adults in our care. The trustees acknowledge their responsibility to identify, assess and manage risks and have systems and processes set up to do so. The principal risk and uncertainties identified by the trustees are:

- Ensuring continued operational efficiency is obviously paramount; the taking on of an HR consultant and subsequent restructuring of staff, new contracts for all new employees, changes in how we manage many aspects of employment including sick pay that has long been abused by many, has resulted in a streamlining of the business that is already seeing greatly enhanced efficiency and savings.
- CQC requirements and our compliance with them are vital to the care and safety of our residents themselves and to the running of the business. Staff issues in the last few years, experienced not just by us but throughout the sector, have challenged everyone including us; the use of agency staff is never ideal and has been the cause of difficulties in keeping up the high standards that we aspire to. We work closely with CQC and have forged a strong relationship with our supportive inspector.
- Uncertainty surrounding public funding of residents necessitates a focused approach to ensuring sufficient funds from other quarters. We work closely with our sister charities, with individual supporters and indeed with local authorities where help is available.
- Investment returns are of course always subject to market fluctuations. We are confident, given our long association with them and overall impressive track record, of the experience and expertise of our investment managers at Sarasin & Partners LLP. Denville Hall's participation in their Alpha Investment scheme ensures a far wider spread of our investments than we could ever manage as an individual charity, and has proven itself a good decision that has buffered us against some of the inevitable ups and downs of the world of finance.

#### **c. Review of the year and reserves policy**

Income from residents' fees for the period 2016/17 totalled £1,694,140 (2015/16: £1,661,759). Direct costs were £1,672,470 (2015/16: £1,385,189), the increase representing the cost of relying upon agency staff whose costs have increased from £131,263 to £530,097. The charity received donations and legacies of £453,542 (2015/16: £472,640) and investment income of £302,762 (2015/16: £300,486). Despite this other income, the net expenditure before investment gains was £483,985 (2015/16: £305,975). Investment gains totalled £2,299,488 (2015/16: loss: £408,022).

We acknowledge with immense gratitude the support of many generous donors, including Equity 2016 (£182,852); The Sir Terrence Rattigan Trust (£98,500), Acting for Others (£30,000), M.Claude Le Sache (£10,000), Gilmore Jacobs (£10,000), A McGrath (£10,000), Lord Rix (£4,215) and Dame E Atkins (£2,000).



# DENVILLE HALL 2012

## TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2017

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### c. Review of the year and reserves policy (continued)

Free reserves are needed to bridge the gap between the spending and receiving of income and to cover unplanned emergency repairs and other expenditure. The trustees consider that the ideal level of free reserves at 31 March 2017 would be £480,000. Free reserves at 31 March 2017 were £248,310 (£402,135 at 31 March 2016) significantly below the desired level. The trustees are taking steps to increase income and reduce costs so that the charity becomes operationally secure which will enable free reserves to be restored to the desired level.

The income generating reserves of Denville Hall were £8.97million at 31 March 2017 (£8.19million at 31 March 2016) and represent the equivalent of more than four years' annual income. The trustees can draw down on these reserves as required.

However, the trustees aim to maintain the real value of the investment portfolio as measured against movements in the retail price index. During the year ended 31 March 2017, the portfolio of investments achieved a performance of 14% (2015/16: -2.9%) against a benchmark of 19.4% (2015/16: -0.7%) driven by investment gains of £959,487 as a result of improved stock market conditions.

### Plans for future periods

#### a. Future developments

As previously stated, we acquired in November 2016 our coveted Butterfly Kite Mark from Dementia Care Matters. A high percentage of those care homes to be rated "Outstanding" by CQC, an accolade received by less than 2% of care homes nationally, are Butterfly accredited. Receiving an "Outstanding" rating from the CQC is our next major goal.

We are to begin work on creating a Café within Denville Hall, transforming our 'green room' area into a new amenity for our residents. The refurbishment of our library is almost completed, and we shall be reopening it soon, newly named the Sir Terence Rattigan Library, in recognition of that trust's long and continuing generous support.

As seems to be increasingly the case in the care sector the problem of finding and keeping good staff continues to be a challenge. Our manager since July 2016, Merrilee Briggs, resigned in June 2017 for personal reasons, and we have appointed an interim manager who is already making a difference at Denville Hall. With the cuts in the local palliative care team we plan to begin training our own staff, to address a necessary part of our work and ensure that we are never without this specialist support. Training in other specialist areas is planned, so as to ensure that our residents need go into hospital as little as possible.

We continue to fundraise and work towards the development of our business. Future fundraising events include a benefit performance being given for us in July 2017 by John Cleese, and a prestigious auction held on our behalf by Sotheby's, to take place later in 2017 or early 2018, supported by members of the theatrical profession, by our illustrious group of Ambassadors, including Sir Ian McKellen and Sir Patrick Stewart, and by our President, Simon Russell Beale CBE.

## DENVILLE HALL 2012

### TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2017

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#### a. Future developments (continued)

With the recent award of a substantial grant from the Hani Farsi Foundation specifically with a remit to enhance the dining experience at Denville Hall we plan to continue to improve the food itself, the overall dining environment, and to create enhanced menus designed for the elderly.

We are indebted to the continuing efforts on our behalf of our fundraising and development consultant, Kate Wilson, whose dedication, acumen and energy have brought so much to the smooth running and future hopes of the charity.

#### Disclosure of information to auditor

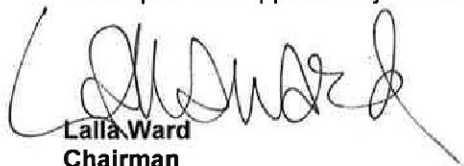
Each of the persons who are trustees at the time when this trustees' report is approved has confirmed that:

- so far as that trustee is aware, there is no relevant audit information of which the charitable company's auditor is unaware, and
- that trustee has taken all the steps that ought to have been taken as a trustee in order to be aware of any relevant audit information and to establish that the charitable company's auditor is aware of that information.

#### Auditor

Following a review of our auditing process, and after long and fruitful association with RSM UK (formerly Baker Tilly), we are happy to have appointed Blick Rothenberg Audit LLP our auditors going forward. The auditor, Blick Rothenberg Audit LLP, has indicated its willingness to continue in office. The designated trustees will propose a motion re-appointing the auditor at a meeting of the trustees.

This report was approved by the trustees on and signed on their behalf by:



Lalla Ward  
Chairman

Date: 5.1X.17

## **DENVILLE HALL 2012**

### **TRUSTEES' RESPONSIBILITIES STATEMENT FOR THE YEAR ENDED 31 MARCH 2017**

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The trustees (who are also directors of Denville Hall 2012 for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that 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.

## **DENVILLE HALL 2012**

### **INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF DENVILLE HALL 2012 FOR THE YEAR ENDED 31 MARCH 2017**

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We have audited the financial statements of Denville Hall 2012 for the year ended 31 March 2017 set out on pages 12 to 26. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

#### **Respective responsibilities of trustees and auditor**

As explained more fully in the trustees' responsibilities statement, 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 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 company'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 trustees' report 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.

#### **Opinion on financial statements**

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 2017 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

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

In our opinion the information given in the trustees' report, incorporating the strategic report, for the financial year for which the financial statements are prepared is consistent with the financial statements.



## DENVILLE HALL 2012

### INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF DENVILLE HALL 2012 FOR THE YEAR ENDED 31 MARCH 2017

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#### 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.

Mark Hart (Senior statutory auditor)

for and on behalf of

**Blick Rothenberg Audit LLP**

Statutory Auditor

16 Great Queen Street  
Covent Garden  
London  
WC2B 5AH

14 September 2017

**DENVILLE HALL 2012**  
**STATEMENT OF FINANCIAL ACTIVITIES INCORPORATING INCOME AND**  
**EXPENDITURE ACCOUNT**  
**FOR THE YEAR ENDED 31 MARCH 2017**

	Note	Unrestricted funds 2017 £	Total funds 2016 £
<b>Income from:</b>			
Donations and legacies	4	453,542	472,640
Charitable activities	5	1,694,140	1,661,759
Investments	6	302,762	300,486
<b>Total income</b>		<b>2,450,444</b>	<b>2,434,885</b>
<b>Expenditure on:</b>			
Raising funds	8	123,114	145,458
Charitable activities	7	2,811,315	2,595,402
<b>Total expenditure</b>		<b>2,934,429</b>	<b>2,740,860</b>
<b>Net expenditure before investment gains/(losses)</b>		<b>(483,985)</b>	<b>(305,975)</b>
Net gains/(losses) on investments	12,13	2,299,488	(408,022)
<b>Net income/(expenditure)</b>		<b>1,815,503</b>	<b>(713,997)</b>
<b>Net movement in funds</b>		<b>1,815,503</b>	<b>(713,997)</b>
<b>Reconciliation of funds:</b>			
Total funds brought forward		14,904,106	15,618,103
<b>Total funds carried forward</b>		<b>16,719,609</b>	<b>14,904,106</b>

All activities relate to continuing operations.

The statement of financial activities includes all gains and losses recognised in the year.

The notes on pages 15 to 26 form part of these financial statements.

**DENVILLE HALL 2012**

REGISTERED NUMBER: 08174255

**BALANCE SHEET  
AS AT 31 MARCH 2017**

	Note	£	2017 £	£	2016 £
<b>Fixed assets</b>					
Tangible assets	11	<b>4,676,188</b>		4,826,664	
Investment property	12	<b>2,825,000</b>		1,485,000	
Total tangible assets			<b>7,501,188</b>		6,311,664
Investments	13		<b>8,970,111</b>		8,190,307
			<b>16,471,299</b>		14,501,971
<b>Current assets</b>					
Debtors	14	<b>202,791</b>		286,455	
Cash at bank and in hand		<b>237,143</b>		416,100	
		<b>439,934</b>		702,555	
<b>Creditors:</b> amounts falling due within one year	15	<b>(191,624)</b>		(300,420)	
<b>Net current assets</b>			<b>248,310</b>		402,135
<b>Net assets</b>			<b>16,719,609</b>		14,904,106
<b>Charity funds</b>					
Unrestricted funds	16		<b>16,719,609</b>		14,904,106
<b>Total funds</b>			<b>16,719,609</b>		14,904,106

The financial statements were approved by the trustees and signed on their behalf, by:

  
Lalla Ward  
Chairman

Richard Berry  
Trustee

Date: 5.12.17



The notes on pages 15 to 26 form part of these financial statements.

## DENVILLE HALL 2012

### CASH FLOW STATEMENT FOR THE YEAR ENDED 31 MARCH 2017

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	Note	2017 £	2016 £
<b>Cash flows from operating activities</b>			
Net cash used in operating activities .	19	<u>(658,924)</u>	<u>(542,339)</u>
<b>Cash flows from investing activities:</b>			
Dividends, interest and rents from investments		302,762	300,486
Purchase of tangible fixed assets		(2,479)	(75,774)
Proceeds from sale of investments		<u>179,973</u>	<u>540,679</u>
<b>Net cash provided by investing activities</b>		<u>480,256</u>	<u>765,391</u>
<b>Change in cash and cash equivalents in the year</b>		<b>(178,668)</b>	<b>223,052</b>
Cash and cash equivalents brought forward		<u>456,158</u>	<u>233,106</u>
<b>Cash and cash equivalents carried forward</b>	20	<u><u>277,490</u></u>	<u><u>456,158</u></u>

# **DENVILLE HALL 2012**

## **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017**

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### **1. General information**

The charity is a company limited by guarantee and is incorporated and registered in England and Wales. Its registered office and principal place of business is Denville Hall, 62 Ducks Hill Road, Northwood, Middlesex, HA6 2SB.

The financial statements are presented in Sterling (£).

The formal objective of the charity is to maintain and support Denville Hall as a residential, nursing and dementia care home for elderly actors and other members of the theatrical profession.

### **2. Accounting policies**

#### **2.1 Basis of preparation of financial statements**

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these financial statements. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by 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) and the Companies Act 2006.

The charity constitutes a public benefit entity as defined by FRS102.

#### **2.2 Going concern**

The trustees have considered the twelve months from the date of approving the financial statements and are satisfied that the charity can meet its commitments as they fall due, based on the ability to draw down on the investment portfolio as required. The trustees are taking steps to increase income and reduce costs so that the charity becomes operationally secure which will enable free reserves to be restored to the desired level. On this basis, the trustees have therefore concluded that it is appropriate to prepare the financial statements on a going concern basis.

#### **2.3 Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

# DENVILLE HALL 2012

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017

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### 2. Accounting policies (continued)

#### 2.4 Income

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Income from residents' fees is recognised over the period in which the service is provided.

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.

Investment income is recognised when receivable and the amount can be measured reliably. This is normally when the investment managers are notified of the interest receivable by the banks or dividends are declared and notification has been received of the dividend due.

#### 2.5 Expenditure

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is included in the statement of financial activities on an accruals basis. Irrecoverable VAT is allocated to the relevant expenditure as incurred.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities.

Support costs are those central support functions that are shared across the activities undertaken by the charity and include for example, personnel costs, information technology and general office costs.

Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation. These costs include costs related to statutory audit.

#### 2.6 Tangible fixed assets and depreciation

Fixed assets are stated at cost less accumulated depreciation.

Depreciation is provided on all tangible fixed assets other than freehold land, at rates calculated to write each asset down to its estimated residual value evenly over its expected useful life, as follows:

Freehold property	-	2% straight line
Fixtures and fittings	-	10% straight line

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the statement of financial activities incorporating income and expenditure account.

# **DENVILLE HALL 2012**

## **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017**

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### **2. Accounting policies (continued)**

#### **2.7 Investments**

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing quoted market price. The statement of financial activities includes the net gains and losses arising on revaluation and disposals throughout the year.

Listed investment are subsequently measured at fair value at the balance sheet date using the closing quoted market price.

Cash or cash equivalents are measured at the cash balance in sterling, using the spot exchange rate at the balance sheet date.

The main form of financial risk faced by the charity is that of the volatility of the markets due to wider economic conditions, the attitude of investors to investment risk and changes in sentiment concerning equities within particular sectors and sub-sectors.

#### **2.8 Investment properties**

Investment properties are shown at their open market value. The surplus or deficit arising from the annual revaluation is transferred to the statement of financial activities.

#### **2.9 Interest receivable**

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

#### **2.10 Operating leases**

Rentals under operating leases are charged to the statement of financial activities on a straight line basis over the lease term.

#### **2.11 Debtors**

Trade and other debtors are recognised at the settlement amount after any trade discount offered.

Prepayments represent amounts paid in advance for which the services or goods had not been received at the balance sheet date, measured at their recoverable amounts.

#### **2.12 Cash at bank and in hand**

Cash at bank and 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.

#### **2.13 Liabilities and provisions**

Trade creditors are obligations to pay for goods or services that have been acquired from suppliers. Trade and other creditors are recognised at the settlement amount after any trade discounts received.

Accruals include amounts for which the charity will become liable in respect of the reporting period but for which invoices had not been received at the balance sheet date.



# DENVILLE HALL 2012

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017

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### 2. Accounting policies (continued)

#### 2.14 Financial instruments

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

Financial liabilities are classified according to the substance of the contractual arrangements entered into.

The charity's policies for its major classes of financial assets and financial liabilities are detailed in its accounting policies.

#### 2.15 Pensions

The charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the charity to the fund in respect of the year.

#### 2.16 Comparatives

Comparative figures, in the sum of £1,198,825, have been reanalysed from other direct costs to support costs and comparative figures, in the sum of £14,558, has been reanalysed from support costs to governance costs to conform with the method of presentation adopted in the current year. There is no impact on the reported net assets as at 31 March 2016 or the net movement in funds for the year then ended as a result of this reanalysis.

### 3. Judgments in applying accounting policies and key sources of estimation uncertainty

In application of the charity's accounting policies, which are described in note 2, the key judgments made by the trustees are:

#### Investment properties valuation

The investment properties are held at an open market value for existing use basis using a valuation provided by an independent estate agent. In the absence of current prices in an active market for similar properties, current prices in an active market for properties of a different nature, condition or location, adjusted to reflect those differences have been considered.

### 4. Income from donations and legacies

	<b>Unrestricted funds 2017 £</b>	<b>Total funds 2016 £</b>
Donations	<b>402,155</b>	144,313
Legacies	<b>51,387</b>	328,327
	<hr/>	<hr/>
Total donations and legacies	<b>453,542</b>	472,640
	<hr/>	<hr/>

In 2016, all income from donations and legacies amounting to £472,640 was to unrestricted funds.



# DENVILLE HALL 2012

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017

### 5. Income from charitable activities

	Unrestricted funds 2017 £	Total funds 2016 £
Fees receivable	<u>1,694,140</u>	<u>1,661,759</u>

In 2016, all income from charitable activities amounting to £1,661,759 was to unrestricted funds.

### 6. Investment income

	Unrestricted funds 2017 £	Total funds 2016 £
Rental income	2,100	1,267
Income from listed shares	<u>300,662</u>	<u>299,219</u>
	<u>302,762</u>	<u>300,486</u>

In 2016, all investment income amounting to £300,486 was to unrestricted funds.

### 7. Charitable activities

	Direct costs £	Support costs £	Governance costs £	Total 2017 £	2016 £
Staff costs	1,451,613	442,524	-	1,894,137	1,679,384
Residents' costs	249,578	-	-	249,578	214,978
Premises costs	19,881	477,954	-	497,835	477,844
Legal and professional	-	123,828	14,350	138,178	164,349
Other costs	20,164	11,423	-	31,587	58,847
Total	<u>1,741,236</u>	<u>1,055,729</u>	<u>14,350</u>	<u>2,811,315</u>	<u>2,595,402</u>

In 2016, all governance costs were incurred by the unrestricted funds.

# DENVILLE HALL 2012

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017

### 8. Analysis of resources expended by expenditure type

	Staff costs 2017 £	Depreciation 2017 £	Other costs 2017 £	Total 2017 £	Total 2016 £
Expenditure on fundraising trading	86,491	-	27,177	113,668	145,458
Expenditure on investment management	-	-	9,446	9,446	-
<b>Costs of generating funds</b>	<b>86,491</b>	<b>-</b>	<b>36,623</b>	<b>123,114</b>	<b>145,458</b>
Direct and support costs	1,267,396	152,955	1,376,614	2,796,965	2,580,844
Expenditure on governance	-	-	14,350	14,350	14,558
	<b>1,353,887</b>	<b>152,955</b>	<b>1,427,587</b>	<b>2,934,429</b>	<b>2,740,860</b>

### 9. Net incoming resources/(resources expended)

This is stated after charging:

	2017 £	2016 £
Depreciation of tangible fixed assets:		
- owned by the charity	152,955	158,626
Auditor's remuneration - audit	14,350	14,558

During the year, no trustees received any remuneration or benefits in kind (2016 - £nil).

1 trustee received reimbursement of expenses amounting to £747 in the current year, (2016 - 0 trustees - £nil).

Costs in relation to operating leases were £27,256 during the year ended 31 March 2017 (2016: £31,235).

Trustees indemnity insurance was acquired at a cost of £1,692 (2016: £898).

## DENVILLE HALL 2012

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017

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#### 10. Staff costs

Staff costs were as follows:

	2017 £	2016 £
Wages and salaries	1,238,592	1,363,710
Social security costs	105,200	108,480
Other pension costs	10,095	10,599
	<u>1,353,887</u>	<u>1,482,789</u>

The average number of persons employed by the company during the year was as follows:

	2017 No.	2016 No.
Care	44	48
Support	21	18
	<u>65</u>	<u>66</u>

The number of higher paid employees was:

	2017 No.	2016 No.
In the band £70,001 - £80,000	1	0

The remuneration of key management personnel including employer pension costs and social security costs was £176,415 (2016: £143,326).

# DENVILLE HALL 2012

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017

### 11. Tangible fixed assets

	Freehold property £	Equipment, furniture and finishings £	Total £
<b>Cost</b>			
At 1 April 2016	6,079,273	703,625	6,782,898
Additions	-	2,479	2,479
At 31 March 2017	6,079,273	706,104	6,785,377
<b>Depreciation</b>			
At 1 April 2016	1,432,335	523,899	1,956,234
Charge for the year	121,586	31,369	152,955
At 31 March 2017	1,553,921	555,268	2,109,189
<b>Net book value</b>			
At 31 March 2017	4,525,352	150,836	4,676,188
At 31 March 2016	4,646,938	179,726	4,826,664

### 12. Investment property

	Freehold investment property £
<b>Valuation</b>	
At 1 April 2016	1,485,000
Surplus on revaluation	1,340,000
At 31 March 2017	2,825,000

The 2017 valuations were made by the trustees, on an open market value for existing use basis.

On an historical cost basis these properties would have been included at £550,000.

# DENVILLE HALL 2012

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017

### 13. Fixed asset investments

	Listed securities £	Other investments £	Total £
<b>Market value</b>			
At 1 April 2016	8,150,250	40,057	8,190,307
Disposals	(179,973)	-	(179,973)
Revaluations	959,487	-	959,487
Cash movement	-	290	290
	<u>8,929,764</u>	<u>40,347</u>	<u>8,970,111</u>
At 31 March 2017	<u>8,929,764</u>	<u>40,347</u>	<u>8,970,111</u>
<b>Historical cost</b>	<u>6,637,067</u>	<u>40,347</u>	<u>6,677,414</u>

All of the above fixed asset investments are held in the UK.

The charity's investments comprise units in the Alpha CIF for Endowment managed by Sarasin and Partners LLP.

### 14. Debtors

	2017 £	2016 £
Trade debtors	174,142	66,337
Other debtors	121	-
Prepayments and accrued income	28,528	220,118
	<u>202,791</u>	<u>286,455</u>

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

	2017 £	2016 £
Trade creditors	66,900	162,968
Other taxation and social security	25,863	55,962
Other creditors	25,621	4,687
Accruals and deferred income	73,240	76,803
	<u>191,624</u>	<u>300,420</u>

# DENVILLE HALL 2012

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017

### 16. Statement of funds

	Brought forward £	Income £	Expenditure £	Transfers in/(out) £	Gains/ (losses) £	Carried forward £
<b>Unrestricted funds</b>						
Unrestricted General Fund	581,861	2,150,128	(2,812,843)	480,000	-	399,146
Unrestricted Income Fund	8,190,307	300,316	-	(480,000)	959,488	8,970,111
Unrestricted Capital Fund	6,131,938	-	(121,586)	-	1,340,000	7,350,352
	<u>14,904,106</u>	<u>2,450,444</u>	<u>(2,934,429)</u>	<u>-</u>	<u>2,299,488</u>	<u>16,719,609</u>

### Summary of funds

	Brought forward £	Income £	Expenditure £	Transfers in/(out) £	Gains/ (losses) £	Carried forward £
General funds	<u>14,904,106</u>	<u>2,450,444</u>	<u>(2,934,429)</u>	<u>-</u>	<u>2,299,488</u>	<u>16,719,609</u>

### 17. Analysis of net assets between funds

	Tangible fixed assets £	Investments £	Net current assets £	2017 £
Unrestricted General Fund	150,836	-	248,310	399,146
Unrestricted Income Fund	-	8,970,111	-	8,970,111
Unrestricted Capital Fund	4,525,352	2,825,000	-	7,350,352
Total	<u>4,676,188</u>	<u>11,795,111</u>	<u>248,310</u>	<u>16,719,609</u>

### 18. Funds

Unrestricted Funds comprise those funds which the trustees are free to use in accordance with the charitable objects. The trustees have made three designations out of the unrestricted funds.

The Unrestricted General Fund comprises the income and expenditure incurred in operating Denville Hall 2012, the care home.

The Unrestricted Income Fund comprises those investments, which are managed by Sarasin & Partners LLP, from which funds are transferred to the General Fund (shown as 'Transfers' in note 16) to support the charity's activities.

The Unrestricted Capital Fund comprises the property of Denville Hall, from which the care home is run, and the two investment properties.

# DENVILLE HALL 2012

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017

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

	2017 £	2016 £
Net income/(expenditure) for the year (as per statement of financial activities)	1,815,503	(713,997)
<b>Adjustment for:</b>		
Depreciation charges	152,955	158,626
(Losses)/gains on investments	(2,299,488)	408,022
Dividends, interest and rents from investments	(302,762)	(300,486)
Decrease/(increase) in debtors	83,664	(146,017)
(Decrease)/increase in creditors	(108,796)	51,513
<b>Net cash used in operating activities</b>	<b>(658,924)</b>	<b>(542,339)</b>

### 20. Analysis of cash and cash equivalents

	2017 £	2016 £
Cash in hand	237,143	416,100
Cash held on investment	40,347	40,058
<b>Total</b>	<b>277,490</b>	<b>456,158</b>

### 21. Operating lease commitments

At 31 March 2017 the total of the charity's future minimum lease payments under non-cancellable operating leases was:

	2017 £	2016 £
<b>Amounts payable:</b>		
Within 1 year	28,624	24,766
Between 1 and 5 years	81,093	77,725
After more than 5 years	475	22,781
<b>Total</b>	<b>110,192</b>	<b>125,272</b>

### 22. Connected charities

Denville Hall 2012 is a member of the Combined Theatrical Charities Appeals Council, an umbrella group, and the trustees and staff of Denville Hall 2012 are extremely grateful to the kindred charities for their kind assistance during the period.

## **DENVILLE HALL 2012**

### **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017**

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#### **23. Related party transactions**

During the year Lynskeys Care Services Consultancy Limited charged the company £nil (2016: £65,831) for professional services. Lynskeys Care Services Consultancy Limited is controlled by Teresa Lynskey, who served as a trustee during the prior year.

Donations received without conditions from trustees totalled £14,478 (2016: £2,000).

#### **24. Controlling party**

There is no ultimate controlling party.