



Trustees' Annual Report for the period

		Period start date			Period end date		
From	01	01	2016	To	31	12	2016

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

Postcode

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Peter Cowan	Chairman		
2	Graham Boughton	Treasurer		
3	Edward Read	Vice Chairman		
4	Margaret Johnson	Secretary		
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution dated 1961 (amended 1999)
How the charity is constituted (eg. trust, association, company)	Unincorporated association- registered as a charity 18 December 1961
Trustee selection methods (eg. appointed by, elected by)	Elected and re-elected at Annual General Meetings

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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Section C

Objectives and activities

Summary of the objects of the charity set out in its governing document

The objects of the charity as set out in the constitution are:-

- 1) To mobilise, encourage, and foster and maintain the interest of the public in the patients and staff and to support the work of the Hospitals of Luton and Dunstable by means of voluntary service.
- 2) To co-operate and maintain the relations and associations which exist between voluntary bodies and the Hospitals of Luton and Dunstable and to provide the opportunity for such voluntary bodies to continue their activities for the benefit of the Hospitals.
- 3) To provide funds for the purpose of either supplementing in such a manner as the Friends think fit the resources of the hospital services or putting such funds or part thereof at the disposal of the Hospital Management Committee of the Hospitals.
- 4) To recruit and assist in the recruitment of voluntary workers in and for the hospital.
- 5) To provide a link between the Hospitals of Luton and Dunstable and the community which they serve.
- 6) To co-operate with all other bodies for the benefit of the Hospital service.
- 7) To encourage inter- communication and co-operation with other similar associations.
- 8) To do all such things as are incidental or conducive to the attainment of the above objects or any of them.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

In planning our activities for the year we kept in mind the Charity Commission's guidance on public benefit at our trustees meeting.

The focus of our activities remains the raising of funds to supplement the resources of the hospitals to the benefit of hospital staff and ultimately the general public.

The majority of these funds are from legacies which partly arise as a result of the efforts of Officers, Committee members and volunteers in promoting the Charity and its aims.

Other income comes from subscriptions, donations and general fund raising activities.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

During 2016, we received income of £128,038. A large proportion of this was from legacies. As some of this was received early during the year, we used part of this to purchase essential equipment for the hospital during 2016. The balance will mainly be used to purchase essential equipment during 2017.

We did a number of fund raising activities during the year and continued to sell Christmas cards.

Section E

Financial review

Brief statement of the charity's policy on reserves

The Charity has a policy of distributing the major proportion of its income in the following calendar year. A small balance is retained to enable day to day activities to be financed and to cover administration expenses. At the year end the Charity held £69,326 at the bank, all of which was for unrestricted purposes.

Details of any funds materially in deficit

Not applicable

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F

Other optional information

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

G. Boughton

Full name(s)

GRAHAM ANDREW BOUGHTON

Position (eg Secretary, Chair, etc)

TREASURER

Date

18/10/2017



Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/ members of

Charity Name

The Friends of the Hospitals of Luton and Dunstable

On accounts for the year ended

31 December 2016

Charity no
(if any)

201201

Set out on pages

8 and 9

(remember to include the page numbers of additional sheets)

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 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

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

Basis of independent examiner's statement

My examination was carried out in accordance with 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 statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention 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 Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act
- have not been met; or

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

Signed:

Date:

20/10/2017

Name:

ANDREW JOHN WHITE

Relevant professional
qualification(s) or body
(if any):

address:

Orchards, High Street, Silsoe, Bedfordshire. MK45 4DR

Section B

Disclosure

Only complete if the examiner needs to highlight material problems.

Give here brief details of any Items that the examiner wishes to disclose.

None



The Friends of the Hospitals of Luton and Dunstable 201201

Receipts and payments accounts

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For the period from 01/01/2016 To 31/12/2016

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Donations	2,050	-	-	2,050	2,529
Legacies	124,603	-	-	124,603	11,569
Subscriptions	386	-	-	386	671
Sale of cards	35	-	-	35	29
Other	964	-	-	964	359
Interest received	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	128,038	-	-	128,038	16,167
A2 Asset and Investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	128,038	-	-	128,038	16,167
A3 Payments					
Fund raising and publicity	255	-	-	255	211
Grants payable	75,389	-	-	75,389	26,285
Governance costs	438	-	-	438	497
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	76,082	-	-	76,082	28,993
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	76,082	-	-	76,082	28,993
Net of receipts/(payments)	51,956	-	-	51,956	11,836
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	17,370	-	-	17,370	29,206
Cash funds this year end	69,326	-	-	69,326	17,370

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Cash at bank	69,326	-	-
		-	-	-
		-	-	-
	Total cash funds	69,326	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	G. Boughton	Graham Boughton	18/10/2017	