

Unaudited Report and Financial Statements

for the Year Ended 31st March 2017

for

Tender Nursing Care

A Company Limited by Guarantee

(Charity Number: 1154186)

Tender Nursing Care

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Tender Nursing Care
Company Information
for the year ended 31st March 2017

DIRECTORS AND TRUSTEES: Miss K A Bracewell
D G Clayton
Dr A H Allister
Mrs S M Long
D J Sherliker
R.B Wharton
L Edwards
M A Dickinson
P Stettner
J E Wareing

SECRETARY: D J Sherliker

REGISTERED OFFICE: Ryan Medical Centre
St Mary's Road
Bamber Bridge
Preston
Lancashire
PR5 6TE

REGISTERED NUMBER: 08705807

COMPANY STATUS: The Company is a Registered Charity (No: 1154186) and a Charitable Company limited by Guarantee

INDEPENDENT EXAMINER: Robin Oatridge and Co
Black Bull House
353-355 Station Road
Bamber Bridge
Preston
Lancashire
PR5 6EE

Tender Nursing Care

Report of the Directors and Trustees for the year ended 31st March 2017

The Directors and Trustees present their report with the financial statements of the company for the year ended 31st March 2017.

INCORPORATION

This charitable company limited by guarantee was incorporated on 25th September 2013. Registered Charity No 1154186. The company became active on 01.04.2015.

DIRECTORS AND TRUSTEES

The Directors & Trustees shown below have held office during the year ended 31st March 2017.

Dr K A Bracewell
D G Clayton
Dr A H Allister
Cllr S M Long
D J Sherliker
R B Wharton
P Stettner
J E Wareing
L Edwards
M A Dickinson

There were no changes in Directors and Trustees or those holding office.

POLICY

The object of the Charity, as specified in the Memorandum and Articles of Association, is to promote the relief of persons within the area of benefit (the City of Preston and the Boroughs of Chorley and South Ribble and surrounding districts) who are suffering from severe illness, by providing domiciliary care in addition to that provided by the NHS or Local Authorities. The Charity provides free care, at home, between the hours of 10.00pm/7.00am, with the object of preventing the relatives/friends who act as carers from becoming overtired and leading to an inability to continue to care for the patient during the day. By enabling more terminally ill patients to be cared for at home, there is a reduction in demand for hospital/hospice places. We also enable the wishes of so many terminally ill patients, to be cared for in their last days by their loved ones, to be met. There have been no changes in policy during the year ended 31 March 2017. Due regard has been paid by the Trustees to the guidance issued by the Charity Commission on public benefit.

SERVICE

The charity is a Domiciliary Care Agency which is registered with the Charity Commission, whose Inspection carried out 5/16 classified our service as 'Good'. During the year ended 31 March 2017 our Registered Nurses/Health Care Assistants made 823 (2015/16 829) visits to patients in their own homes. Variations in the figures are due to changes in demand. Depending on patient need, we provide either Registered Nurses or Health Care Assistants who have their NVQ's level 2/3 in Care. In order to ensure that case notes are provided, patient introductions are restricted to Medical Practitioners/District Nurses or Hospitals or Hospices. Patients and their families receive Quality of Service calls, and patient satisfaction is additionally monitored by completion of Service User Questionnaire. Staff training takes place on a regular basis. Whilst the Trustees are ultimately responsible, the Registered Manager administers the activities of the Charity on a day to day basis.

FINANCIAL

Cash reserves at the end of the year equated to the cost of two thirds of normal activity. Funding included grants from the Clinical Commissioning Group amounting to £78,605 which are reviewed annually. In addition, Social Services supplement their services by commissioning TNC amounting to £3072, but demand is minimal. Otherwise our funding is from investment income, fund-raising events/appeals and reserves. The investment powers, as specified in the Memorandum and Articles of Association, were utilised. The Investment Policy/Strategy was revised in accordance with Charity Commission guidelines

Risk Management

Major risks to which the Charity is exposed, as identified by the Directors, have been reviewed in accordance with Charity Commission Guidelines, Policies and systems have been established, where appropriate, to mitigate those risks. There were no serious incidents during the year under review.

Towards the end of the period under review the charity began to experience some new issues/risks and actions have been put in hand subsequently to assess and mitigate the risks uncovered. The management of these risks remain an ongoing part of the Trustees' action plan.

Tender Nursing Care

**Report of the Directors and Trustees
for the year ended 31st March 2017**

DIRECTORS' AND TRUSTEES' RESPONSIBILITIES STATEMENT

The Directors & Trustees are responsible for preparing the Report of the Directors & Trustees and the financial statements in accordance with applicable law and regulations.

Company law requires the Directors & Trustees to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the Directors & 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 company and of the surplus or deficit of the company for that period. In preparing these financial statements, the Directors & Trustees are required to:

- select suitable accounting policies and then apply them consistently;
 - make judgements 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 company will continue in business.
- observe the methods and principles in the Charities SORP

The Directors & Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the 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 company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the provisions of Part 15 of the Companies Act 2006 relating to small companies.

ON BEHALF OF THE BOARD:

.....
Director/Trustee: R.B Wharton

Date:

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
TENDER NURSING CARE**

We report on the accounts of the Charity for the Period ended 31st March 2017 which are set out in the enclosed pages.

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 our responsibility to: -

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

Basis of Independent Examiner's Statement

Our 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 you as 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 this matters set out in the statement below.

Independent Examiner's Statement

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

1. which gives us 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

have not been met, or

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

Robin Oatridge & Co Limited
Chartered Certified Accountants
Black Bull House
353 – 355 Station Road
Bamber Bridge
Preston PR5 6EE

This page does not form part of the statutory financial statements

Tender Nursing Care
Income and Expenditure Account
for the year ended 31st March 2017

		2017	2016
	Notes	£	£
TURNOVER		98,344	125,273
Provision of Nursing Services		81,765	83,857
Administrative expenses		<u>30,482</u>	<u>32,434</u>
		<u>112,247</u>	<u>116,291</u>
		(13,903)	8,982
Other operating income		<u>19,199</u>	<u>25,194</u>
OPERATING SURPLUS	3	5,296	34,176
Interest receivable and similar income		<u>1</u>	<u>-</u>
SURPLUS ON ORDINARY ACTIVITIES BEFORE TAXATION		<u>5,297</u>	<u>34,176</u>
Tax on surplus on ordinary activities	4	<u>-</u>	<u>-</u>
SURPLUS FOR THE FINANCIAL YEAR		<u><u>5,297</u></u>	<u><u>34,176</u></u>

The notes form part of these financial statements

Tender Nursing Care (Registered number: 08705807)

		Balance Sheet	2017	2016
		31st March 2017		
	Notes		£	£
FIXED ASSETS				
Investments	5		834,477	713,517
CURRENT ASSETS				
Debtors	6	-		4,189
Cash at bank		<u>81,446</u>		<u>146,089</u>
		81,446		150,278
CREDITORS				
Amounts falling due within one year	7	<u>1,215</u>		<u>600</u>
NET CURRENT ASSETS			<u>80,231</u>	<u>149,678</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>914,708</u>	<u>863,195</u>
RESERVES				
Unrestricted Reserves	8		<u>914,708</u>	<u>863,195</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the period ended 31st March 2017.

The members have not required the company to obtain an audit of its financial statements for the period ended 31st March 2017 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

- ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The financial statements have been prepared in accordance with the provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective January 2015).

The financial statements were approved by the Board of Directors and Trustees on and were signed on its behalf by:

.....
Director/ Trustee: R.B. Wharton

Tender Nursing Care

Notes to the Report and Financial Statements for the year ended 31st March 2017

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015).

Turnover represents donations, legacies and bequests received during the year.

2. COMPANY STATUS

The Charity is a Company Limited by Guarantee and has no Share Capital. In the event of the Charity being wound up, the liability in respect of the Guarantee is limited to £1.00 per member of the charity.

3. OPERATING SURPLUS

The operating surplus is stated after charging:

	2017	2016
	£	£
Loss on disposal of fixed assets	-	<u>9,632</u>
Directors' remuneration and other benefits etc	<u>-</u>	<u>-</u>

4. TAXATION

Analysis of the tax charge

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

5. FIXED ASSET INVESTMENTS

	Listed investments £
At 1 st April 2016	713,517
Additions	74,744
Unrealised gains on investments	<u>46,216</u>
At 31 st March 2017	<u>834,477</u>
BOOK VALUE	
At 31 st March 2017	<u>834,477</u>
At 31 st March 2016	<u>713,517</u>

All the Companies investment income arises from Dividend Distributions held in interest bearing accounts and a financial portfolio.

Historical cost at 31st March 2017 :- £705,908

6. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2017	2016
	£	£
Trade debtors	<u>-</u>	<u>4,189</u>

7. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2017	2016
	£	£
Other creditors	<u>1,215</u>	<u>600</u>

Tender Nursing Care

Notes to the Report and Financial Statements - continued for the year ended 31st March 2017

8.	UNRESTRICTED RESERVES	Income and expenditure account £
	At 31st March 2016: Unrestricted Reserves	863,195
	Unrealised Gains on Investments	46,216
	Surplus for the period	<u>5,297</u>
	At 31st March 2017: Unrestricted Reserves	<u><u>914,708</u></u>

9.	DIRECT CHARITABLE EXPENDITURE		2017 £	2016 £
	Provision of Nursing Services		81,765	83,857
			<u> </u>	<u> </u>

10.	MANAGEMENT AND ADMINISTRATION OF THE CHARITY		2017 £	2016 £
	Office and Administration Costs		17,665	11,967
			<u> </u>	<u> </u>

11.	TOTAL RESOURCES EXPENDED	
	<u>Average number of employees was:</u>	
	Nursing services	10
	Management and Administration	2
		<u><u> </u></u>

Tender Nursing Care

Detailed Income and Expenditure Account for the year ended 31st March 2017

		2017	2016
		£	£
<u>Turnover</u>			
In Memory Donations	11,695		34,033
Lottery	6,318		7,208
Clinical Commissioning Group	<u>80,331</u>		<u>84,032</u>
		98,344	125,273
<u>Other income</u>			
Dividend income	19,199		25,194
Deposit account interest	<u>1</u>		<u>-</u>
		<u>19,200</u>	<u>25,194</u>
		117,544	150,467
<u>Expenditure</u>			
Nurses Wages	81,765		83,857
Insurance	2,926		2,706
Secretarial Wages	17,665		11,967
Telephone	655		608
Post and stationery	675		301
Uniform and cleaning	115		309
Computer costs	1,176		250
Sundry expenses	161		112
Training	174		-
Lottery Prizes	2,700		2,300
Accountancy	615		600
Payroll Charges	1,762		1,578
Legal fees	1,369		1,696
Bank charges	489		375
Gains/(Losses) on Investments	<u>-</u>		<u>9,632</u>
		<u>112,247</u>	<u>116,291</u>
 Net Surplus		 <u><u>5,297</u></u>	 <u><u>34,176</u></u>

This page does not form part of the statutory financial statements

