

THE LEAGUE OF FRIENDS OF ST MONICA'S HOSPITAL

Registered Charity Number: 513694

REPORT AND ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2017

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THE LEAGUE OF FRIENDS OF ST MONICA'S HOSPITAL

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 DECEMBER 2017

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 2017

History

The hospital was founded in 1893 by Mrs Katherine Love, a local benefactor. At first it was known as the Easingwold Cottage Hospital but was later renamed as St Monica's Hospital.

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

The League of Friends of St Monica's Hospital was founded in 1969 to support and promote the work of the Hospital. It has worked 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.

Organisation

In the year under review the President and Trustees were:

Joan Ramsey (President)
Barry Sanderson OBE (Chairman)
John Barr (Building Projects)
Diana Burge (Publicity Officer)
Sandy Gillman (Gardens)
Peter Glossop (Vice Chairman)
John Kirman (Treasurer)
Sharon Metcalfe (St Monica's Staff Representative)
Valerie Watters (Diarist)
Martin Whillock (Secretary)
Ann Wilks (Volunteer Coordinator)

Under the revised Governing Document (Charter) 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 5 but there is no maximum. Following the Charity Commission's guidance all Trustees undertake familiarisation on governance and trustee duties and responsibilities.

The Trustees held 5 executive meetings during the year under review: 9 March, 8 June, 21 September, 11 November and 23 November. All executive meetings were well attended where lively discussions took place, ideas were exchanged and

decisions were taken. Minutes were taken, distributed to all trustees and formally agreed and signed by the Chair at the following meeting. Separate meetings were held to arrange coffee mornings.

Ex officio members of the executive committee are the Hospital Manager and at least one member of the Physiotherapy department. They provide an insight into the workings of their respective areas and their area needs.

Funds and Donations

Many people in the local community continue to be extremely generous at coffee mornings and donating from sponsorship events, funerals and memorial services. Anonymous donations are significant also. Routine allocations and purchases of some medical equipments are made by the Charity annually. These include:

- Maintenance of hospital grounds and gardens
- Maintenance and provision of garden furniture
- Physiotherapy requisites
- Christmas gifts for patients
- Provision of cut flowers, newspapers, toiletries and telephone
- Staff Christmas party

Donations which are specified by the donor for the benefit of staff are forwarded to the York Teaching hospital NHS Foundation trust. The hospital manager is then able to request money from this fund.

Letters of thanks for major amounts are sent by the Chairman or Treasurer.

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. Many projects and major improvements require the approval of the NHS.

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 has been placed in a medium risk investment trust in order to improve the overall return on funds invested. Reviews are carried out regularly to ensure that the financial institutions continue to provide the appropriate and secure investment opportunities.

Financial Advisor: Will Mowatt

Our financial advisor's work continues to be carried out for no charge as his contribution to the work of the charity..

Activities

Volunteers have spent time each day supporting the medical staff and providing comforts for the patients. This is a very important and much appreciated commitment. Four themed coffee mornings were held during the year to publicise the work of the Friends at St Monica's and to thank all the supporting volunteers. All were very well attended. In December Harlequin Singers gave a very enjoyable musical presentation and visited the wards to bring Christmas cheer to patients and staff.

Publicity

Considerable efforts have been made to ensure the local community are kept informed about the Hospital, events and expenditure. The local newspaper published frequent reports and updates. The website (www.fosmh.org.uk) is available for information also. A notice board in the Hospital shows details of recent purchases made by individuals and the Executive Committee.

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. Cash received is counted and recorded in the presence of two trustees/Officers or staff members. At each Executive Committee meeting a summary financial report is tabled for inspection and discussion.

Future Intentions

The future of the League of Friends remains to continue with its aim of assisting St Monica's Hospital and the Physiotherapy Department to enhance the medical services for patients in the widest possible sense. The Hospital has been an integral part of the local community for almost 125 years. We need to move with the times by identifying how we can continue to promote and develop our mission. To this end the Trustees have explored how they can best utilise the strong financial position which the Charity now enjoys. The Trustees strongly endorse a proposal that the Governing Document (Charter) be amended in such a way that it allows the Trustees to expand their field of spending beyond the immediate Hospital to benefit the wider community of Easingwold and District. This proposal will be put to the 2018 AGM for approval by vote.

The Trustees declare that they have approved the Trustee's report above.

Peter Glossop
Trustee

John Kirman
Trustee

Date: 14 May 2018

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 2017*

I report to the trustees on my examination of the accounts of the Trust for the year ended 31 December 2017 which are set out on pages 6 to 9

RESPONSIBILITIES AND BASIS OF REPORT

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('The Act').

I report in respect of my examination of the Trustee's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the charity Commissioner under section 145(5)(b) of the 2011 Act.

INDEPENDENT EXAMINER'S STATEMENT

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- (1) accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- (2) the accounts do not accord with those records; or
- (3) the accounts do not comply with the applicable requirements concerning the form and content of the accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirements that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report 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

11th June 2018

THE LEAGUE OF FRIENDS OF ST MONICA'S HOSPITAL

RECEIPTS & PAYMENTS ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2017

	2017		2016	
	£	£	£	£
RECEIPTS				
DONATIONS				
Membership Subscriptions, Donations and Memorial Gifts	20,554		21,500	
Legacies	-		-	
		20,554		21,500
FUNDRAISING EVENTS				
Coffee Mornings	120		-	
		120		-
INVESTMENT INCOME				
Investments - Interest	5,029		9,863	
		5,029		9,863
OTHER INCOME				
Compensation	1,000		-	
		1,000		-
		26,703		31,363
PAYMENTS				
FUNDRAISING & ADMINISTRATION EXPENSES				
Advertising and promotion	192		841	
Insurance	361		359	
Stationery	115		22	
Accountancy	720		834	
Website	410		230	
Lottery Registration Fee	20		20	
Data Protection Fee	-		35	
		1,818		2,341
BALANCE CARRIED FORWARD		24,885		29,022

THE LEAGUE OF FRIENDS OF ST MONICA'S HOSPITAL

RECEIPTS & PAYMENTS ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2017

	2017		2016	
	£	£	£	£
BALANCE BROUGHT FORWARD		24,885		29,022
HOSPITAL NEEDS				
Ward Improvements	2,615		91	
Physiotherapy Items	1,739		1,042	
Kitchen Equipment	306		122	
Flowers & Hanging Baskets	200		250	
Newspapers	820		770	
Telephone	266		329	
Staff Party	980		845	
Staff Needs	-		236	
Hospital Grounds	5,489		5,769	
Sundries	142		125	
Patient Toiletries & Christmas Gifts	202		183	
		(12,759)		9,762
INCREASE IN FUNDS		12,126		19,260
FUNDS AT END OF LAST YEAR		477,474		458,214
FUNDS AT END OF THIS YEAR		489,600		477,474

THE LEAGUE OF FRIENDS OF ST MONICA'S HOSPITAL

BALANCE SHEET

AS AT 31 DECEMBER 2017

	Notes	2017	2016
		£	£
Balances at Bank			
- Money Market Investments		464,125	460,123
- Deposit Account		85	85
- Current Account		25,390	17,266
Cash in Hand		-	-
NET CURRENT ASSETS		<u>489,600</u>	<u>477,474</u>
TOTAL ASSETS		<u>489,600</u>	<u>477,474</u>
FUNDS			
Unrestricted	2	489,600	477,474
Restricted		-	-
		<u>489,600</u>	<u>477,474</u>

Approved on behalf of the trustees by:

Peter Glossop

John Kirman

Date 14th May 2018

THE LEAGUE OF FRIENDS OF ST MONICA'S HOSPITAL

NOTES TO THE ACCOUNTS

AS AT 31 DECEMBER 2017

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.

3. Investments

Listed investments included on the balance sheet at cost of £80,000 had a market valuation of £101,967 as at 31 December 2017.