

# **OTTERY ST MARY & DISTRICT HOSPITAL LEAGUE OF FRIENDS**

## **Annual Report For The Year to 31 March 2018**

### **Managing Committee's Report**

The members of the Managing Committee during the year were:-

Mr A Rutter	Chairman
Mr D Roberts	Vice Chairman
Mrs S Boyes	Secretary
Mrs R Down	Minutes Secretary
Mr P Ritchie	Treasurer
Mrs S Ritchie	Membership Secretary
Mrs T Denning	Hospital Business Manager (ex officio)

## Review of Progress and Achievements

The committee has met quarterly with a good attendance at each meeting. There is committed acknowledgement of our core responsibility in looking after the needs for equipment for the medical and nursing staff in the hospital and in the community.

From requests received we committed £40,130 for equipment to assist patient care and welfare, and for "The Project" in Ottery.

The Ottery Help Scheme manages our minibus, for which we pay a management fee.

## Finances

The attached financial statements for the year to 31<sup>st</sup> March 2018 show the current state of the finances, which the committee considers to be sound.

The General Fund improved by £43,400, and the Minibus Fund improved by £411.

The Charity's bankers are Barclays Bank, Exeter EX1 1LX, and CCLA Investment Management Ltd, Charities Official Investment Fund (COIF), Senator House, 85 Queen Victoria Street, London EC4V 4ET.

The Independent Examiners are Easterbrook Eaton Limited, Chartered Accountants, 8 Jesu Street, Ottery St Mary, EX11 1EU.

Signed on behalf of the Management Committee.



.....  
A Rutter, Chairman

10.5.18

.....  
Date



.....  
C P Ritchie, Treasurer

10.5.18

.....  
Date

**OTTERY ST MARY AND DISTRICT HOSPITAL LEAGUE OF FRIENDS**  
**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2018**

	<u>Unrestricted</u> <u>Funds</u>	<u>Restricted</u> <u>Funds</u>	<u>Total</u> <u>31.03.18</u>	<u>Total</u> <u>31.03.17</u>
	£	£	£	£
<b><u>Income and Endowments from:</u></b>				
Donations, Legacies and Similar Income	89,506	5,500	95,006	10,410
Operating Activities	-	2,499	2,499	1,058
Activities to Generate Funds	-	-	-	119
Investment Income	1,723	-	1,723	2,593
<b>Total Income</b>	<b>91,229</b>	<b>7,999</b>	<b>99,228</b>	<b>14,180</b>
<b><u>Expenditure on:</u></b>				
Bank Charges	-	-	-	-
Cost of Generating Funds	653	-	653	791
Charitable Expenditure	46,396	7,588	53,984	19,082
Governance Costs	780	-	780	2,783
<b>Total Expenditure</b>	<b>47,829</b>	<b>7,588</b>	<b>55,417</b>	<b>22,656</b>
<b><u>Net Income/(Expenditure) &amp; Movement in Funds</u></b>	<b>43,400</b>	<b>411</b>	<b>43,811</b>	<b>(8,476)</b>
<b><u>Reconciliation of Funds</u></b>				
<b><u>Total Funds Brought Forward</u></b>	<b>669,109</b>	<b>211</b>	<b>669,320</b>	<b>677,796</b>
<b><u>Fund Balances Carried Forward</u></b>	<b>712,509</b>	<b>622</b>	<b>713,131</b>	<b>669,320</b>

The notes 1 to 5 on page 6 form part of these Accounts

**OTTERY ST MARY AND DISTRICT HOSPITAL LEAGUE OF FRIENDS**  
**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2018**

**UNRESTRICTED FUNDS**

**Income and Expenditure Account - GENERAL FUND**

	£	£	<u>2017</u>
<b><u>Income and Endowments from:</u></b>			
<b>Donations, Legacies and Similar Income</b>			
Donations - Personal	556		1,559
Donations - In Memorium	0		15
Membership Subscriptions	132		200
Legacies	88,707		2,500
Tax Repayment in respect of Gift Aid Donations	111	89,506	136
	<hr/>		
<b>Activities to Generate Funds</b>			
Fundraising		-	119
<b>Investment Income</b>			
Interest Receivable		1,723	2,593
		<hr/>	<hr/>
<b>Total Income</b>		91,229	7,122
		<hr/>	<hr/>
<b><u>Expenditure on:</u></b>			
<b>Cost of Generating Funds</b>			
Subscriptions	534		500
Fundraising Expenses	-		-
AGM Expenses	-		90
Advertising and Publicity	78		93
Sundry Expenses	41	653	108
	<hr/>		
<b>Charitable Expenditure</b>			
Patient Comforts	766		2,938
Transfer to Ambulance Fund	5,500		6,000
Future Commitment to 'The Project'	37,500		-
Equipment Purchases Provisions	2,630	46,396	2,831
	<hr/>		
<b>Governance Costs</b>			
Accountancy Fees		780	780
Legal Fees		-	2,003
		<hr/>	<hr/>
<b>Total Expenditure</b>		47,829	15,343
		<hr/>	<hr/>
<b><u>Net Income/(Expenditure) &amp; Movement in Funds</u></b>		43,400	(8,221)
		<hr/>	<hr/>
<b><u>Reconciliation of Funds</u></b>			
<b><u>Total Funds Brought Forward</u></b>		669,109	677,330
		<hr/>	<hr/>
<b><u>Total Funds Carried Forward</u></b>		712,509	669,109
		<hr/>	<hr/>

The Notes 1 to 5 on page 6 form part of these Accounts

**OTTERY ST MARY AND DISTRICT HOSPITAL LEAGUE OF FRIENDS**  
**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2018**

**RESTRICTED FUNDS**

**Income and Expenditure Account - MINIBUS FUND**

	<u>£</u>	<u>£</u>	<u>2017</u>
<b><u>Income and Endowments from:</u></b>			
<b><u>Legacies and Similar Income</u></b>			
Transfer from General Fund	5,500		6,000
Tax Repayment in respect of Gift Aid Donations	-	5,500	-
	<hr/>		
<b><u>Operating Activities</u></b>			
Royal Devon & Exeter NHS Foundation Trust	649		115
Other Users	1,850	2,499	943
	<hr/>		
<b><u>Activities to Generate Funds</u></b>			
Fundraising Events (Net of Costs)		-	-
<b><u>Investment Income</u></b>			
Interest Receivable		-	-
		<hr/>	<hr/>
<b>Total Income</b>		7,999	7,058
		<hr/>	<hr/>
<b><u>Expenditure on:</u></b>			
<b><u>Charges</u></b>			
Bank Charges		-	-
<b><u>Charitable Expenditure</u></b>			
Petrol and Oil	703		537
Repairs and Maintenance	1,007		746
Insurance	878		1,030
To Ottery Help Scheme	5,000	7,588	5,000
	<hr/>	<hr/>	<hr/>
<b>Total Expenditure</b>		7,588	7,313
		<hr/>	<hr/>
<b><u>Net Income/(Expenditure) &amp; Movement in Funds</u></b>		411	(255)
		<hr/>	<hr/>
<b><u>Reconciliation of Funds</u></b>			
<b><u>Total Funds Brought Forward</u></b>		211	466
		<hr/>	<hr/>
<b><u>Total Funds Carried Forward</u></b>		622	211
		<hr/>	<hr/>

The notes 1 to 5 on page 6 form part of these Accounts



**OTTERY ST MARY AND DISTRICT HOSPITAL LEAGUE OF FRIENDS**

**BALANCE SHEET AS AT 31 MARCH 2018**

	<u>£</u>	<u>£</u>	<u>2017</u>
<b><u>CURRENT ASSETS</u></b>			
Debtors		878	502
Balances At Bank			
Deposit Accounts		749,474	667,001
Current Accounts		1,059	2,597
		<u>751,411</u>	<u>670,100</u>
<b><u>CURRENT LIABILITIES</u></b>			
Creditors	38,280		780
RD&E NHS Foundation Trust	<u>-</u>	<u>38,280</u>	<u>-</u>
<b><u>NET CURRENT ASSETS</u></b>		<u>£713,131</u>	<u>£669,320</u>
Represented by:			
<b><u>FUNDS</u></b>			
<b><u>UNRESTRICTED FUND</u></b>			
General Fund		712,509	669,109
<b><u>RESTRICTED INCOME FUNDS</u></b>			
Minibus Fund		<u>622</u>	<u>211</u>
		<u>£713,131</u>	<u>£669,320</u>

**OTTERY ST MARY AND DISTRICT HOSPITAL LEAGUE OF FRIENDS**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH**  
**2018**

**1. Accounting Policies**

**Statement of compliance**

These 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) (effective 1 January 2015) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

**Basis of preparation**

Under FRS 102 assets and liabilities are initially recognized at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

**Going concern**

The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

**Income and endowments**

With the exception of accounting policies detailed below, all income is recognized 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.

**Donations and legacies**

Donations are recognized when the Trust has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognized until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period.

Legacy gifts are recognized on a case by case basis following the granting of probate when the administrator/executor for the estate has communicated in writing both the amount and the settlement date.

**Investment income**

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

**Expenditure**

All expenditure is recognized once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category.

**OTTERY ST MARY AND DISTRICT HOSPITAL LEAGUE OF FRIENDS**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH**  
**2018**

**Charitable activities**

Charitable expenditure comprises those costs incurred by the Charity in the delivery of its activities and services to its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

**Governance costs**

These are the costs attributable to the Charity's compliance with constitutional and statutory requirements.

2. **Summary of Net Assets by Funds**

	<u>Unrestricted Funds</u>	<u>Restricted Funds</u>	
	<u>General</u>	<u>Minibus</u>	<u>Total</u>
Net Current Assets	<u>712,509</u>	<u>622</u>	<u>£713,131</u>

3. **Trustees' Remuneration**

No remuneration directly or indirectly out of the funds of the charity was paid or payable for the year to any trustee or to any person or persons known to be connected with any of them.

4. **Employees' Remuneration**

There were no employees during the year.

5. **Debtors**

	2018	2017
Trade Debtors	389	-
Prepayments	<u>489</u>	<u>502</u>
	<u>£878</u>	<u>£502</u>



**INDEPENDENT EXAMINERS' REPORT TO THE MEMBERS OF**  
**THE OTTERY ST MARY AND DISTRICT HOSPITAL LEAGUE OF FRIENDS**  
**Charity No: 1000781**

We report on the Accounts of the Trust for the year ended 31 March 2018, which are set out on pages 1 to 7.

**Respective Responsibilities of Trustees and Examiners**

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 and to follow the procedures laid down in the General Directions given by the Charity Commissioners (under Section 145(5)(b) of the Charities Act), and to state whether particular matters have come to our attention.

**Basis of Independent Examiners' Report**

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 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 those matters set out in the statement below.

**Independent Examiners' 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; or
- 2) to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Easterbrook Eaton Limited  
8 Jesu Street  
Ottery St Mary  
EX11 1EU

Chartered Accountants  
9 May 2018

