

ZOE'S PLACE TRUST

A Charitable Company Limited by Guarantee

FINANCIAL STATEMENTS

YEAR ENDED 30TH JUNE 2018

Company Registration Number 04446416

Charity Registration Number 1092545

ZOE'S PLACE TRUST
TRUSTEES' REPORT (INCORPORATING THE STRATEGIC REPORT)
YEAR ENDED 30TH JUNE 2018

The Board of Trustees' presents its report for the year then ended.

REFERENCE AND ADMINISTRATIVE INFORMATION

BOARD OF DIRECTORS

J J Scarisbrick
 Rev P D McGuire
 J Stainsby
 Prof S Sinha
 C Greenall (appointed 7 December 2017)

Secretary

J Stainsby

**KEY MANAGEMENT
PERSONNEL**

N Borrill	Executive Clinical Lead	
L Retford	Group Finance Manager	
F Berquist	Head of Care	
M Larkin	Head of Care	(Until Oct 2017)
L Appleby	Head of Care	(From Oct 2017)
G Harris	Head of Care	
M Guidery	General Manager	
M McCann	Fundraising Manager	(Until Mar 2018)
C Ward	Fundraising Manager	(From Mar 2018)
C Kirkham	Fundraising Manager	
L Thomas	Office Manager	

REGISTERED OFFICE

Upper Floor
 15 Dormer Place
 Leamington Spa
 CV32 5AA

AUDITORS

Tait Walker LLP
 Chartered Accountants
 & Statutory Auditor
 Bulman House
 Regent Centre
 Gosforth
 Newcastle upon Tyne
 NE3 3LS

BANKERS

HSBC Bank Plc
 P.O. Box 117
 60 Albert Road
 Middlesbrough
 TS1 1RS

Barclays Bank
 150 The Parade
 Leamington Spa
 CV32 4AG

Natwest
 1st Floor Rowan House
 Westwood Business Park
 Coventry
 West Midlands
 CV4 8LE

CHARITY REGISTRATION NO

1092545

COMPANY REGISTRATION NO

04446416

**ZOE'S PLACE TRUST
TRUSTEES' REPORT (INCORPORATING THE STRATEGIC REPORT)
YEAR ENDED 30TH JUNE 2018**

CHAIRMAN'S REPORT

At Zoe's Place we believe that 'every bud deserves to bloom'. We believe that human life is precious however fragile or short it may be. That belief sustains all that we do.

We are pleased to report that there continues to be a high demand for our services. Indeed all three hospices report an increase in the number of families using our facilities - as hitherto, the great majority seeking 'respite' rather than 'end-of-life' care.

This, of course, has put ever greater pressure on our fundraising teams - and fundraising is ever more challenging in today's world, as most charities know only too well. Alas, our income and expenditure accounts for the year record a deficit. We expected it. But rather than reduce the levels of care and support for our families we have drawn upon reserves. We have done so only after agreeing to make every effort to increase our fundraising activities in the coming year. The fundraising teams at all three Zoe's Places are committed to achieving this.

As ever, we are deeply grateful to our many benefactors, to the growing number of volunteers who give invaluable support in different ways to our hospices, and to the dedicated teams of nurses who staff them.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

Zoe's Place Trust, which was established in 2002, is a registered charity, number 1092545, and is incorporated as a company limited by guarantee (not having a share capital), company number 4446416. It is governed by its Articles of Association. The aim of the organisation is to open and maintain baby hospices for the public benefit and assistance of children aged from birth to five years, suffering from terminal or life-limiting conditions. The hospices provide palliative, respite and end-of-life care and support all families who access our service. The hospices are known as Zoe's Places. The Charity is registered with the Care Quality Commission and as such is subject to regular inspections.

Management

The Board of Trustees is made up of people who have a particular skill or professional attribute which can benefit the Charity to ensure the good governance of the charity and to enable board meetings to be effective and make informed decisions. The enthusiasm and commitment of these people ensures that sound advice and information is brought to decisions affecting the future of the Charity. The names of the Trustees, who are also directors, are given on page 1.

The Board of Trustees administer the Charity and meet every 3 months. There is a separate trading subsidiary Zoe's Place Trading Limited, which has a separate Board of Directors. The Trustees are responsible for decisions on capital projects, fundraising schemes, investment plans and the level of reserves.

The Trustees set the long term strategy for the organisation and the Senior Management Team (SMT) are responsible for the daily management of the Charity. There are 9 members of the SMT covering clinical services, fundraising and finance. The SMT meet on a quarterly basis with the Executive Trustee regarding clinical services, clinical governance, audit and risk, and fundraising. In addition the Executive Trustee meets each member of the SMT on a monthly basis to provide support and supervision. The SMT provide individual reports to each Trustee meeting.

Recruitment of Trustees

As set out in the Articles of Association the Board of Trustees should consist of not less than 3 and no more than 9 members. Trustees will serve a minimum term of 3 years and with the unanimous consent of all the Trustees may put themselves forward for re-appointment. Nominations for the appointment of new Trustees can be made by any current Trustee and such nominations need the unanimous approval of the Trustees. The Nominee, who usually would have some particular attribute which would benefit the Charity, would then be invited to attend one or more meetings as a guest before his acceptance as a new Trustee is confirmed. During this period, the nominee is made aware of the legal obligations under Charity and Company Law, the content of the Memorandum and Articles, the decision making process, the business plan and recent financial performance of the Charity.

All Trustees are subject to enhanced Disclosure and Barring Scheme checks and reference checks.

Trustee induction and training

New Trustees undergo an induction process to ensure they fully understand their legal obligations under charity and company law, the contents of our Articles of Association, decision-making process of the board, the strategic plan and recent performance of the charity. Briefing papers and familiarisation training is effected for all Trustees, as deemed necessary.

Officers

The Officers are those listed in the Reference and Administration page (Key Management Personnel). The Executive Senior Management meet together with other management as needed, to address all relevant operational issues.

**ZOE'S PLACE TRUST
TRUSTEES' REPORT (INCORPORATING THE STRATEGIC REPORT) - Continued
YEAR ENDED 30TH JUNE 2018**

OBJECTIVES AND ACTIVITIES

The vision of Zoe's Place is to put every child with a life-limiting or life-threatening condition at the heart of all planning, support and care.

Our Core Values are:

- Put care for the babies first
- Support their families
- Put child at the centre of any care and support
- Ensure that each visit a child spends at the Hospice is filled with as much fun as possible
- Welcome and encourage direct access by families to the service
- Be generous in welcoming all children with life-threatening/limiting conditions
- Deliver the most effective, specialist palliative care
- Be open, honest and transparent in all that we do
- Respect and value the contribution of all Zoe's Place staff, trustees and volunteers
- Make the best possible use of funds to ensure value for money.

Beneficiaries

Zoe's Place is a registered Charity providing palliative, respite and end of life care to babies and infants aged from birth to 5 years, suffering from life-limiting or life-threatening conditions. This care will be provided in a caring, safe, home from home environment known as Zoe's Place.

Compassionate care is at the heart of our philosophy and this will be provided to all who access our facilities irrespective of their colour, race, culture, denomination or condition. Care will be provided free of charge to all families irrespective of the family's social standing.

Every child will be treated as an individual and afforded dignity and respect at all times.

Our care will be provided in a way that ensures the child is at the centre of any planning and we will ensure their physical, emotional, social and spiritual needs are considered.

Facilities

Each Hospice can accommodate up to six babies at any one time. There is also Parents accommodation at each Hospice, should this be required.

There are soft play areas, sensory rooms, art and music therapy facilities and outdoor play areas available at each Hospice.

We believe in a holistic approach to care and look to support the whole family during their involvement with Zoe's Place. There are sibling groups, play and stay, parents support groups and regular family fun days organised at each Hospice.

Our bereavement suites offer a private and comfortable space in which parents can begin to come to terms with the loss of their child. Our fully trained staff are on hand to offer support and counselling to parents and extended family at this very sad time.

Following the death of a child, the child is able to rest in our bereavement suite, which consists of a specially designed bedroom, as well as a lounge and parents bedroom. There are also private gardens for the exclusive use of bereaved families. This facility is available to all children and their families whether known to Zoe's Place or not.

**ZOE'S PLACE TRUST
TRUSTEES' REPORT (INCORPORATING THE STRATEGIC REPORT) - Continued
YEAR ENDED 30TH JUNE 2018**

OBJECTIVES AND ACTIVITIES (Continued)

Fundraising Activities

All funds raised by the Charity will be spent for the purpose for which they are raised. All funds raised through sponsorship activities will be banked into the Charity's bank account before deduction of expenses. All literature will properly describe what donations will be used for. All fundraising activities will be conducted in an open honest and transparent manner. Zoe's Place does not employ the services of outside professional fundraisers. During the period under review no complaints have been received. Zoe's Place value the contribution made by all our donors. Zoe's Place will treat all donors with respect and dignity. Zoe's Place do not, and will not make, unsolicited calls to members of the public requesting donations.

Zoe's Place are a member of the IOF and Fundraising Regulator and agree to operate to their guidelines and regulations.

Zoe's Place agree to adhere to the rules set up by the IOF for dealing with vulnerable people.

Zoe's Place does not employ the services of outside Professional Fundraisers.

Zoe's Place do not, and will not, make unsolicited calls to members of the public requesting donations.

Zoe's Place is funded primarily through donations, voluntary fundraising, as well as some public sector commissioning arrangements. Zoe's Place has a team of fundraisers who raise income through campaigns, events, regular giving, physical challenges, major donors, companies, Trusts, legacies and volunteer initiatives. They are supported by a dedicated group of volunteers.

As a result of the new rules applying to GDPR with effect from 25th May 2018 our data storage procedure has been reviewed and enhanced. Our IT software improved to include additional Firewall security devices. Donors were contacted to obtain their permission to continue to contact them Privacy notices have been issued and posted on our website.

ACHIEVEMENTS AND PERFORMANCE

Hospice Performance

Over the last 12 months we have provided care and support to 188 children and families in the Coventry, Liverpool and Middlesbrough areas. An increase of over 10% on the previous year. This equates to 14,834 bed/cot days.

Many of our children have very complex needs and require a high level of support often greater than one to one care and require specialist support.

Occupancy rates at all three hospices over the last year have averaged 85%

The age range of children supported during this period can be identified as follows: 0-1 17%, 2-3 45% and 4-5 38%.

We continue to see an increase in the demand for our services and through the tireless work of our supporters and staff we have been able to meet this demand.

Other Achievements

Zoe's Places are regulated by the Care Quality Commission who have rated two of our Hospices as Good and one as Outstanding. We are pleased to receive this positive rating for all three hospices and reflects the hard work, professionalism and caring attitude of all our staff.

Over the last 12 months we have improved and enhanced our marketing/communications facilities to ensure more people understand what Zoe's Place is about. This will help us to reach out to more families and children who need our services.

We have enhanced our Social media facilities – setting up a Parents Facebook page. Parents can share experiences, give feedback and ask questions. We also use this site to inform parents of activities taking place at the hospice.

Fundraising remains a challenge in the depressed economic climate however our Fundraising team have risen to the challenge and raised sufficient funds to enable our hospices to remain open 24/7.

Zoe's Place are supported by a committed group of volunteers who give many hours of their time free of charge. This is a massive saving to the Trust and enables us to ensure that as much as possible of the hard earned cash is channelled into providing care to our special babies. Over the last 12 months our volunteers have given in excess of 10,625 hours of dedicated time and commitment.

The Trustees offer their sincere thanks to the staff, volunteers and all the supporters of all three Hospices for these landmark achievements.

**ZOE'S PLACE TRUST
TRUSTEES' REPORT (INCORPORATING THE STRATEGIC REPORT) - Continued
YEAR ENDED 30TH JUNE 2018**

FINANCIAL REVIEW (Continued)

Zoe's Place receives modest funding from Central Government and local CCG's and therefore relies heavily on the donations from Corporations and members of the public to enable us to continue to provide the support and respite facilities our families so desperately need.

During the last year we have once again received the Grant from NHS England, totalling £534,235

It has been a difficult year, fundraising has certainly been challenging, however our Fundraising teams at all three Hospices have organised a myriad of fundraising events to raise the funds to enable us to keep our doors open.

We are very grateful to those supporters who included Zoe's Place in their wills. As a result we received over £300,000 over the last year.

The Great North Run once again was successful with many participants tackling the gruelling race and raising over £14,000 for our Middlesbrough Hospice.

A grant from Global make Some Noise of over £80,000 to cover a Nurse's salary for 3 years, was received by our Liverpool Hospice.

A Black/White Tie Ball raised over £46,000 for our Coventry Hospice.

These are just a few of the income streams developed over the last 12 months to raise much needed funds.

Overall Summary

The financial position for the year shows net outgoing resources of £454,685 (2017 - £45,039 -incoming resources). Total funds amount to £2,983,598

Of the total funds as at 30th June 2018, £104,889 are restricted funds with £2,878,709 being unrestricted reserves of the group.

The Trustees consider the financial position of the group to be satisfactory, when read with the Charity Groups' reserve policy (which is outlined later in this report).

The financial statements, which have been prepared in accordance with the Statement of Recommended Practice, conform to current statutory requirements and comply with the charity's governing document.

Reserves and Going Concern

The Trustees have examined the requirements of the charitable company to hold free reserves - those reserves not invested in tangible fixed assets, restricted or designated for particular purposes. This exercise considered both the normal requirements for working capital and the loss of income of a hypothetical but reasonable reduction in the scale of operations. Resulting from this, the Trustees consider it would be appropriate to hold the equivalent of nine months expenditure, which would equate to holding approximately £2,950,000 in free reserves.

The calculation of free reserves is based on the definition included in the charity statement of recommended practice (SORP), which provides recommendations for accounting and reporting for charities; it excludes fixed assets together with long term financing liabilities. At the year end the charity had free reserves amounting to £1,102,736.

The charity is still highly dependent on voluntary donations and fund-raising efforts, meaning that the charity will need to continue to develop its fund-raising efforts. Unfortunately due to a fall in income we are recording a deficit this year, as a result the Trustees felt it necessary to utilise some of the reserves, rather than reduce the level of care and support to families. This situation is being closely monitored and every effort will be made to rebuild reserves. The need for the charity's services continue to grow and therefore the demand on future reserves will also be greater.

Pay policy for Key Management Personnel and other staff

We have identified Key Management Personnel in the Reference and Administration section.

Zoe's Place Trust is committed to ensuring that we pay our staff fairly and in a way which ensures we attract and retain the right skill mix to have the greatest impact in delivering our charitable objectives.

Zoe's Place Trustees do not receive any pay, though they may be reimbursed reasonable out of pocket expenses incurred in the pursuit of their duties.

No employee will be paid less than the minimum living wage.

Zoe's Place will disclose the basis of all pension contributions and other benefits.

When setting salaries account will be taken of those payable in other third sector Hospices and/or in the care sector as a whole.

**ZOE'S PLACE TRUST
TRUSTEES' REPORT (INCORPORATING THE STRATEGIC REPORT) - Continued
YEAR ENDED 30TH JUNE 2018**

PRINCIPAL RISKS AND UNCERTAINTIES

Risk Management

The Trustees have a Risk Management Strategy which includes:

An annual review of the risks the charity may face and the likelihood of these risks occurring. Particular attention is given to major risks that would prevent the organisation achieving its objectives.

The establishment of systems and procedures to mitigate those risks identified.

Procedures designed to minimise any potential impact on the Charity are implemented should those risks materialise.

Financial

A reduction in income would have implications on the level of care we are able to provide. Zoe's Place will continue to invest in its development of sustainable income streams to ensure that it can continue providing its current level of care at all 3 hospices. The key to successful fundraising is investing in what is working, encouraging a culture of innovation and employing and retaining the best staff. Each Zoe's Place has a fundraising team headed by a Fundraising Manager.

The investment plan is reviewed regularly and as a matter of course annually.

Operational

Serious damage to our premises, or the heating system would cause major operational problems. In considering this, the Trustees concluded that our premises are large enough to cope with a disruption that was not total. If the premises became totally unusable, arrangements are in place to evacuate the premises and to take the resident children home or to the local hospital. Insurance is in place to cover any disruption to the on-going business of the charity.

Clinical staffing levels – It has been widely publicised that there is a national shortage of Nursing staff, particularly those qualified in the care of children. This could have an impact on the services Zoe's Place are able to offer. There are several operational measures in place to mitigate this risk, for example ensuring pay and benefits are in line with other employers in this sector and training and development of existing staff.

As medical science progresses so more and more children are surviving it is likely therefore that we will see a significant increase in the demand for our services. It is therefore vital that we continue to develop our communication and fundraising work. This will hopefully ensure that we are able to meet the needs of the children and families in coming years.

Legal

The risks currently envisaged by the Trustees are Fire Safety and Public Health. To counter the fire risk, fire risk assessments have been completed. Inspections by the Fire Service have been satisfactorily completed. The fire alarm system and fire fighting equipment are professionally checked every six months. Regular Health and Safety Meetings and inspections are held at each Hospice. A firm of HR consultants provide guidance on all employment matters. In addition a Risk Management Consultant provides regular on-going advice and support.

Strategic

We will continue to develop our facilities to ensure we are able to provide help and support to as many families as possible in the Coventry, Liverpool and Middlesbrough areas.

The long term objective remains to open new Zoe's Place when finance permits, to enable us to reach more families who need our support.

Related Parties

Zoe's Place Trading Limited is a separate limited company. It is a wholly owned subsidiary of Zoe's Place Trust and is consolidated as part of these accounts. Zoe's Place Trading Limited sells merchandise, receives licensed royalties and registration fees from challenge events.

**ZOE'S PLACE TRUST
TRUSTEES' REPORT (INCORPORATING THE STRATEGIC REPORT) - Continued
YEAR ENDED 30TH JUNE 2018**

PLANS FOR FUTURE PERIODS

- To develop and maintain as many income streams as possible to ensure minimum reliance is placed on any one source of fundraising activity.
- To launch our new clinical data storage facility. It is hoped this bespoke IT system will provide a more comprehensive recording system across all 3 hospices. Again the on-going costs of this system will be funded by the capital gain on the Trust's investment portfolio.
- To continue investment in the staff and business to enable us to provide the highest possible level of care and support to our families and children.
- To open, when finance permits a fourth Zoe's Place.

PUBLIC BENEFIT STATEMENT

The Trustees confirm that they have complied with the duty in section 17(5) of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission. The Trustees regard the activities of the charity to fall within the definition of a charitable purpose relating to "the relief of those in need, by reason of youth, age, ill-health, disability, financial hardship or other disadvantage."

How the activities of Zoe's Place deliver public benefit

The main activities of the Charity and who it exists to help are described below. All of its charitable activities focus on the relief of illness and suffering and are undertaken to further its charitable purpose for the public benefit.

Zoe's Place provides palliative, respite and end of life care to babies and infants aged from 0-5 suffering from life-limiting and life-threatening conditions. These children will be cared for in a home from home environment known as Zoe's Place.

Feedback on our services

CQC – Two of our Hospices were rated "good" and one "outstanding" following recent inspections by the Care Quality Commission.

"Thank you for all your amazing work with I, we had an amazing 5 years here. Staff are brilliant and friendly. We will remember all of you forever and be thankful you all were there when we needed you."

"a family, a second home, laughter, joy, hope, a smile, a familiar face – this is our Zoe's Place, a haven of safety, compassion, acceptance and love."

"Thanks so much for all the amazing care and experiences you give him. Looking through his scrap book just made me feel so lucky we have such a wonderful place for H to go"

"Staff always friendly and make me feel comfortable about leaving my child"

STRATEGIC REPORT

The Trustees Report incorporates the Strategic Report in accordance with the Charity Commission guidance. The Trustees when approving the Trustees Report are also signing to approve the Strategic Report.

INVESTMENT POWERS AND RESTRICTIONS

The Charity funds are controlled by the directors, who also act as trustees, who invest with a view to safely optimising annual investment income while maintaining capital growth in line with market trends.

The trustees can invest any sums or investments received by them in investments in which they are by law authorised to invest money (including trading subsidiaries), with power from time to time to change for others of a like nature.

**ZOE'S PLACE TRUST
TRUSTEES' REPORT (INCORPORATING THE STRATEGIC REPORT) - Continued
YEAR ENDED 30TH JUNE 2018**

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also directors of Zoe's Place Trust for the purposes of company law) are responsible for preparing the strategic report, the trustees annual report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Charitable Company and the group and the incoming resources and application of resources, including the net income or expenditure, of the group for the year. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies, as described on pages 15 to 17, and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charitable Company and the group will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and demonstrate with reasonable accuracy at any time the financial position of the Charitable Company and the group and which enable them to ensure that the financial statements comply with the Companies Act 2006. The trustees are also responsible for safeguarding the assets of the Charitable Company and the group and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

STATEMENT AS TO DISCLOSURE OF INFORMATION TO AUDITOR

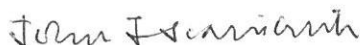
In so far as the trustees are aware:

- there is no relevant audit information of which the Charitable Company's auditors are unaware; and
- the trustees of the Charitable Company have taken all the steps that they ought to have taken in order to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

AUDITOR

A resolution to re-appoint Tait Walker LLP as auditor for the ensuing year will be proposed at the annual general meeting in accordance with section 485 of the Companies Act 2006.

Signed on behalf of the Trustees on 5.11.18



J J Scarisbrick
Chairman

**ZOE'S PLACE TRUST
INDEPENDENT AUDITORS REPORT TO THE MEMBERS AND TRUSTEES OF THE CHARITABLE COMPANY
YEAR ENDED 30TH JUNE 2018**

OPINION

We have audited the group financial statements of Zoe's Place Trust for the year ended 30th June 2018 which comprise the consolidated statement of Financial Activities, Balance Sheet, Group statement of cash flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the group's and the parent charitable company's affairs as at 30th June 2018 and of the group's 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;
- have been prepared in accordance with the requirements of the Companies Act 2006 and the Charities Act 2011.

BASIS OF OPINION

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

CONCLUSIONS RELATING TO GOING CONCERN

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the directors' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the directors have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

OTHER INFORMATION

The other information comprises the information included in the Trustee's annual report, other than the financial statements and our auditor's report thereon. The directors are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

ZOE'S PLACE TRUST
INDEPENDENT AUDITORS REPORT TO THE MEMBERS AND TRUSTEES OF THE CHARITABLE COMPANY
YEAR ENDED 30TH JUNE 2018

OPINION ON OTHER MATTERS PRESCRIBED BY THE COMPANIES ACT 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the strategic report and the directors' report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the strategic report and the directors' report have been prepared in accordance with applicable legal requirements

MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the strategic report or the Trustees' annual report.

We have nothing to report in respect of the following matter where the Companies Act 2006 and the Charities Act 2011 requires us to report to you if, in our opinion:

- the parent charitable company has not kept adequate and sufficient accounting records, or returns adequate for our audit have not been received from branches not visited by us; or
- the parent charitable company financial statements are not in agreement with 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.

RESPONSIBILITIES OF THE DIRECTORS

As explained more fully in the directors' responsibilities statement, the directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the directors determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the directors are responsible for assessing the company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the directors either intend to liquidate the company or to cease operations, or have no realistic alternative but to do so.

AUDITORS RESPONSIBILITIES FOR THE AUDIT OF THE FINANCIAL STATEMENTS

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISAs (UK), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the directors.
- Conclude on the appropriateness of the directors' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the company to cease to continue as a going concern.

ZOE'S PLACE TRUST
INDEPENDENT AUDITORS REPORT TO THE MEMBERS AND TRUSTEES OF THE CHARITABLE COMPANY
YEAR ENDED 30TH JUNE 2018

· Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

· Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the group to express an opinion on the consolidated financial statements. We are responsible for the direction, supervision and performance of the group audit. We remain solely responsible for our audit opinion.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

USE OF REPORT

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 the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



Simon Brown ACA (Senior Statutory Auditor)

15-11-18

For and on behalf of

Tait Walker LLP, Chartered Accountants & Statutory Auditor

Bulman House, Regent Centre

Gosforth, Newcastle upon Tyne

NE3 3LS

Tait Walker LLP is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006.

ZOE'S PLACE TRUST
CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE
For the Year Ended 30th June 2018

	Note	Unrestricted Funds	Restricted Funds	2018 Total Funds	2017 Total Funds
		£	£	£	£
INCOME					
Donations and Legacies	3	1,782,060	17,552	1,799,612	1,934,607
Grants and Trust Income	4	107,595	637,574	745,169	846,194
Income from charitable activities:					
Hospice Activities	5	486,526	32,500	519,026	538,193
Income from other trading activities:					
Fundraising and trading activities	6	551,074	3,900	554,974	609,744
Other incoming resources:					
Investment income	7	10,361	-	10,361	5,637
Other Income	8	11,541	-	11,541	10,795
TOTAL INCOME		2,949,157	691,526	3,640,683	3,945,170
EXPENDITURE:					
Expenditure on charitable activities:					
Operation of client services	9	2,399,544	716,095	3,115,639	2,897,238
Costs of raising funds:					
Fundraising and trading activities	11	1,004,749	640	1,005,389	1,054,989
TOTAL EXPENDITURE		3,404,293	716,735	4,121,028	3,952,227
NET INCOME / (EXPENDITURE)	12	(455,136)	(25,209)	(480,345)	(7,057)
TRANSFERS BETWEEN FUNDS	21	28,477	(28,477)	-	-
OTHER RECOGNISED LOSSES:					
Unrealised gains/(losses) on investments		25,660	-	25,660	52,096
NET MOVEMENT IN FUNDS		(400,999)	(53,686)	(454,685)	45,039
RECONCILIATION OF FUNDS					
Total funds brought forward	23	3,279,708	158,575	3,438,283	3,393,244
Total funds carried forward	23	2,878,709	104,889	2,983,598	3,438,283

The result for the year relates wholly to continuing activities.

The notes on pages 15 to 28 form part of these financial statements

ZOE'S PLACE TRUST
Company Registration Number 4446416
BALANCE SHEET
As at 30th June 2018

		Group 2018	Group 2017	Charity 2018	Charity 2017
	Notes	£	£	£	£
FIXED ASSETS					
Tangible assets	15	1,306,679	1,447,753	1,306,679	1,447,753
Investments	16	482,153	456,493	483,153	457,493
		1,788,832	1,904,246	1,789,832	1,905,246
CURRENT ASSETS					
Stocks	17	2,973	5,412	-	-
Debtors	18	341,583	179,150	340,782	161,910
Cash at bank and in hand		1,675,068	1,595,031	1,622,812	1,561,065
		2,019,624	1,779,593	1,963,594	1,722,975
CURRENT LIABILITIES					
Creditors - amounts falling due within one year	19	824,858	245,556	820,568	260,856
NET CURRENT ASSETS		1,194,766	1,534,037	1,143,026	1,462,119
NET ASSETS		2,983,598	3,438,283	2,932,858	3,367,365
FUNDS OF THE CHARITY					
Restricted funds	22	104,889	158,575	104,889	158,575
Unrestricted funds	22	2,878,709	3,279,708	2,827,969	3,208,790
TOTAL FUNDS	23	2,983,598	3,438,283	2,932,858	3,367,365

Approved by the Board of Directors on 5.11.18

and signed on their behalf by:

Tom Scarisbrick

J J Scarisbrick
Chairman

The notes on pages 15 to 28 form part of these financial statements

ZOE'S PLACE TRUST
GROUP STATEMENT OF CASHFLOWS
For the Year Ended 30th June 2018

	Notes	2018 £	2017 £
CASH FLOWS FROM OPERATING ACTIVITIES:			
Net cash provided by (used in) operating activities	13	124,355	(485,118)
CASHFLOWS FROM INVESTING ACTIVITIES:			
Purchase of tangible fixed assets		(54,679)	(87,622)
Proceeds from disposal of fixed assets		-	-
Acquisition of other investments		-	(200,000)
Acquisition of shares in subsidiary			
Net cash provided by (used in) investing activities		(54,679)	(287,622)
CASH FLOWS FROM FINANCING ACTIVITIES:			
Interest received		10,361	5,637
Net cash provided by (used in) financing activities		10,361	5,637
CHANGE IN CASH AND CASH EQUIVALENTS IN THE REPORTING		80,037	(767,103)
CASH AND CASH EQUIVALENTS AT THE BEGINNING OF THE		1,595,031	2,362,134
CASH AND CASH EQUIVALENTS AT THE END OF THE REPORTING	As set out below	1,675,068	1,595,031
ANALYSIS OF CASH AND CASH EQUIVALENTS			
Cash in hand		1,675,068	1,595,031
Total cash and cash equivalents		1,675,068	1,595,031

The notes on pages 15 to 28 form part of these financial statements

1. MEMBERS' LIABILITY

Zoe's Place Trust is a charitable company limited by guarantee but exempt from the requirement to use the word limited.

The Charitable Company is limited in that every member undertakes to contribute such amount, not exceeding £10, as may be required in the event of the company being wound up while he is a member, or within one year after he ceases to be a member.

2. ACCOUNTING POLICIES

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

-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 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 Companies Act 2006.

Zoe's Place Trust meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recorded at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

The functional currency of the charity is sterling.

-Preparation of the accounts on a going concern basis-

The charitable company reported a cash inflow of £80,037 for the year on a group basis. The trustees have prepared budgets and a forecast which gives them adequate comfort that the charitable company and other group companies are a going concern. Therefore the trustees are of the view that the charitable group has sufficient resources for at least the next 12 months (from the date of approving the financial statements). As a result the charitable group's financial statements have been prepared on a going concern basis.

-Basis of Consolidation-

The group financial statements consolidate the financial statements of the charitable company and its subsidiary undertakings drawn up to the period end date on a line by line basis. A separate Statement of Financial Activity and Income and Expenditure Account for the charity has not been presented for Zoe's Place Trusts as permitted by section 408 of the Companies Act 2006.

-Income-

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income from commercial trading activities is recognised as earned (as the related goods and services are provided) and as the rental and service charges fall due.

Interest receivable is recognised on a receivable basis, when the amount can be measured reliably - this is normally upon notification of the interest paid or payable by the bank.

Investment income is recognised on a receivable basis, when the amount can be measured reliably - this is normally upon notification of the interest paid or payable by the bank.

Income from charitable activities includes income received under contract or where entitlement to grant funding is subject to specific performance conditions is recognised as earned (as the related goods or services are provided). Grant income included in this category provides funding to support client service activities and is recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability. Income is deferred when related grants are received and the performance conditions relating to its entitlement are not met.

Legacies are recognised when the charitable company has been informed and the amount due is known.

2. ACCOUNTING POLICIES - (continued)

In accordance with the SORP FRS102 (para 5.10) income from government grants cannot be accounted for under the 'accruals method'. Therefore government grants are recognised as income when then are received, subject to performance conditions being met. The charity receives income from NHS England for each financial year. On this basis the charity recognises the income received in line with its own financial year, deferring the grant into its next financial year if the monies are received from NHS England early and immediately prior to the year end.

-Expenditure-

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds are those costs of commercial trading , together with their associated support costs.
- Expenditure on charitable activities includes the costs associated with the provision of client supporting services and include both the direct costs and support costs relating to the activities of the charity.
- Other expenditure represents those items no falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

-Allocation of support costs-

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charity's (and the group's) activities. These costs, which have not been directly apportioned, have been allocated between cost of raising funds and expenditure on charitable activities. The bases on which support costs have been allocated are set out in the Support Cost note.

-Operating Leases-

The charity and the group classifies the leasing of equipment, as operating leases; the title to which equipment remains with the lessor and the expected economic life of the equipment is longer than the rental period. Rental charges are charged on a straight line basis over the term of the lease.

-Funds Structure-

The charity has restricted funds to account for the donor requiring that the donation must be spent on a particular purpose. All other funds are unrestricted income funds. The funds held in each of these categories are disclosed in the Reserves Notes.

-Fixed Assets-

All fixed assets are initially recorded at cost. Items under £500 in value are not generally capitalised.

The cost of fixed assets is depreciated over the expected useful lives of the assets as follows:

Freehold Property	- Straight line over 50 years on buildings
Leasehold property	- Straight line over 8 years
Motor vehicles	- 25% reducing balance
Equipment, Fixtures and fittings	- 20% Straight Line

No depreciation is charged on assets under construction.

The carrying values of tangible fixed assets are reviewed for impairment in periods if events or changes in circumstances indicate the carrying value may not be recoverable.

-Investments-

Investments are included in the financial statements at cost less any provision for permanent diminution in value.

-Stocks-

Stocks are valued at the lower of cost or net realisable value, after making due allowance for any obsolete or slow moving items. Donated items of stock are recognised at fair value which is the amount the charitable company would have been willing to pay for the items on the open market.

-Debtors-

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

2. ACCOUNTING POLICIES - (continued)

-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.

-Creditors and provisions-

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provision are normally recognised at their settlement amount after allowing for any trade discounts due.

-Financial instruments-

The charitable group only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

Assets held under finance leases, which are leases where substantially all the risks and rewards of ownership of the asset have passed to the company, and hire purchase contracts are capitalised in the balance sheet and are depreciated over their useful lives. The capital element of the future obligations under the leases and hire purchase contracts are included as liabilities in the balance sheet. The interest element of the rental obligations is charged to the income and expenditure account over the period of the lease and hire purchase contracts and represents a constant proportion of the balance of capital repayments outstanding.

-Pensions-

The group supports personal pension plans taken out by employees. Contributions are charged to the income and expenditure account as they become payable.

-Corporate Taxation-

The charity is exempt from tax on income and 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. The group companies relieve their tax liability by making Gift Aid payments to the parent charity within nine months of the year end.

3. DONATIONS & LEGACIES	Unrestricted £	Restricted £	2018 £	2017 £
Donations - Head Office	5,403	-	5,403	5,996
Donations - Liverpool	491,090	1,706	492,796	759,453
Donations - Middlesbrough	448,069	8,059	456,128	452,250
Donations - Coventry	434,541	7,787	442,328	403,738
Legacies - Liverpool	77,765	-	77,765	23,369
Legacies - Middlesbrough	210,922	-	210,922	98,466
Legacies - Coventry	33,739	-	33,739	120,733
Gift Aid donations- Liverpool	14,005	-	14,005	18,826
Gift Aid donations- Middlesbrough	21,945	-	21,945	18,302
Gift Aid donations- Coventry	39,808	-	39,808	29,982
Payroll giving - Liverpool	1,197	-	1,197	-
Payroll giving - Middlesbrough	3,576	-	3,576	3,469
Payroll giving - Coventry	-	-	-	23
	1,782,060	17,552	1,799,612	1,934,607
2017 Allocation	1,848,038	86,569	1,934,607	

ZOE'S PLACE TRUST
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 30TH JUNE 2018

4. GRANTS AND TRUST INCOME	Unrestricted £	Restricted £	2018 £	2017 £
Grant and Trust income - Liverpool	29,917	93,465	123,382	125,425
Grant and Trust income - Middlesbrough	8,364	1,000	9,364	15,472
Grant and Trust income - Coventry	69,314	8,874	78,188	171,062
Department of Health grants - Liverpool	-	204,950	204,950	204,950
Department of Health grants - Middlesbrough	-	204,950	204,950	204,950
Department of Health grants - Coventry	-	124,335	124,335	124,335
	107,595	637,574	745,169	846,194
2017 Allocation	110,782	735,412	846,194	
5. HOSPICE SERVICES	Unrestricted £	Restricted £	2018 £	2017 £
Respite care - Liverpool	53,084	-	53,084	46,866
Respite care - Middlesbrough	309,131	-	309,131	388,715
Respite care - Coventry	124,311	-	124,311	70,112
GP Cover - Liverpool	-	32,500	32,500	32,500
	486,526	32,500	519,026	538,193
2017 Allocation	505,693	32,500	538,193	
6. FUNDRAISING & TRADING	Unrestricted £	Restricted £	2018 £	2017 £
Liverpool Fundraising	100,639	-	100,639	112,647
Middlesbrough Fundraising	36,203	-	36,203	61,126
Coventry Fundraising	316,012	3,900	319,912	215,911
Lottery- Liverpool	7,847	-	7,847	8,702
Lottery - Middlesbrough	20,827	-	20,827	15,141
Lottery- Coventry	889	-	889	596
Clothes Aid - Trading	37,342	-	37,342	44,110
Clothes Recycling - Trading	9,667	-	9,667	-
SNAP appeal	5,896	-	5,896	10,796
Merchandise - Trading	6,731	-	6,731	8,994
Challenge Income	9,021	-	9,021	131,721
	551,074	3,900	554,974	609,744
2017 Allocation	609,744	-	609,744	
7. INVESTMENT INCOME	Unrestricted £	Restricted £	2018 £	2017 £
Bank interest and dividends receivable	10,361	-	10,361	5,637
	10,361	-	10,361	5,637
2017 Allocation	5,637	-	5,637	

ZOE'S PLACE TRUST
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 30TH JUNE 2018

8. OTHER INCOME	Unrestricted	Restricted	2018	2017
	£	£	£	£
Work Placements	6,364	-	6,364	5,651
Provision of Services	5,177	-	5,177	5,144
	11,541	-	11,541	10,795
2017 Allocation	10,795	-	10,795	

9. ANALYSIS OF EXPENDITURE ON HOSPICE ACTIVITIES

	Hospice Care		Unrestricted		
	Unrestricted	Restricted	Support &	2018	2017
	Funds	Funds	Governance	£	£
Employment costs	1,626,145	636,581	148,764	2,411,490	2,270,611
Depreciation	154,735	4,287	17,669	176,691	162,683
Loss on Disposal of Assets	2,023	-	-	2,023	6,278
Premises	127,676	-	14,186	141,862	131,405
Clinical Costs	79,098	59,288	-	138,386	134,112
Provisions	7,418	192	-	7,610	7,734
Leased Equipment	2,630	762	-	3,392	-
Professional Fees	5,994	-	6,506	12,500	6,902
Motor and travel costs	10,935	4,378	-	15,313	11,594
Repairs and maintenance	31,665	8,826	75,771	116,262	83,609
Governance costs	-	-	53,376	53,376	54,381
Other office costs	2,684	30	2,132	4,846	9,315
Staff training	14,837	1,751	6,951	23,539	18,614
Irrecoverable VAT	8,349	-	-	8,349	-
	2,074,189	716,095	325,355	3,115,639	2,897,238
2017 Allocation	1,854,786	747,472	294,980	2,897,238	

10. SUPPORT AND GOVERNANCE

	Support	Governance	2018	2017
	£	£	£	£
Employment costs	148,764	13,778	162,542	161,741
HR	-	3,680	3,680	6,360
Legal fees	-	6,785	6,785	3,799
Audit fees	-	13,000	13,000	12,775
Care Quality	-	3,788	3,788	3,717
Professional Fees	6,506	8,109	14,615	10,592
Subscriptions	-	4,093	4,093	2,755
Depreciation	17,669	-	17,669	16,896
Premises	14,186	-	14,186	13,141
Repairs and maintenance	75,771	-	75,771	50,032
Other office costs	2,132	143	2,275	2,060
Staff training	6,951	-	6,951	10,885
Other	-	-	-	227
	271,979	53,376	325,355	294,980
2017 Allocation	240,599	54,381	294,980	

ZOE'S PLACE TRUST
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 30TH JUNE 2018

11. FUNDRAISING AND TRADING COSTS	Unrestricted	Restricted	2018	2017
	£	£	£	£
Salaries and Pension	583,562	-	583,562	549,765
Merchandise	7,421	-	7,421	6,031
Fundraising Cost of sales	209,155	640	209,795	301,739
Advertising and PR	6,962	-	6,962	7,224
Lease of Equipment	13,567	-	13,567	13,932
Premises Costs	15,763	-	15,763	14,600
Repairs and Maintenance	58,914	-	58,914	49,465
Travel and Subsistence	34,993	-	34,993	29,973
Office Costs	31,744	-	31,744	30,741
Telephone	9,990	-	9,990	12,503
Professional Fees	7,291	-	7,291	2,529
Irrecoverable VAT	8,348	-	8,348	12,646
Depreciation	17,039	-	17,039	17,649
Bad debt on lease of Equipment	-	-	-	6,192
	1,004,749	640	1,005,389	1,054,989
2017 Allocation	1,024,989	30,000	1,054,989	

12. NET INCOME / (EXPENDITURE) FOR THE YEAR	2018	2017
	£	£
The group surplus is after charging:		
Operating leases	16,959	13,932
Depreciation	193,730	180,333
Deficit / (Surplus) on disposal of fixed assets	2,023	6,278
Auditor Remuneration	13,000	12,775

The deficit dealt with in the financial statements of the parent company was £434,507 (2017: £3,905 surplus).

The group deficit includes a loss of £20,178 (2017: £41,134 surplus) arising in Zoe's Place Trading Limited

13. NOTES TO CASHFLOW

Reconciliation of net income / (expenditure) to net cash flow from operating activities:

	2018	2017
	£	£
Net income / (expenditure) for the reporting period (as per the S.O.F.A)	(480,345)	(7,057)
Adjustments for:		
Interest receivable	(10,361)	(5,637)
Depreciation	193,730	180,333
Loss on disposal of fixed assets	2,023	6,278
Decrease in stock	2,439	2,456
Increase in debtors	(162,433)	(10,225)
Increase/(Decrease) in creditors	579,302	(651,266)
Net cash provided by (used in) operating activities	124,355	(485,118)

14. ANALYSIS OF STAFF COSTS, TRUSTEE REMUNERATION & EXPENSES, AND THE COST OF KEY MANAGEMENT PERSONNEL

	2018	2017
	£	£
Staff costs during the year:		
Wages and salaries	2,746,960	2,617,282
Social security costs	229,693	194,141
Other pension costs	32,177	22,093
Agency Costs	-	1,185
	<u>3,008,830</u>	<u>2,834,701</u>

No employees earn more than £60,000 in the year.

None of the directors/trustees of the charity received any remuneration from the group.

The key management personnel of the parent charity, comprise the trustees, those listed in the reference details. The total employee benefits of the key management personnel of the parent charity were £412,788 (2017: £350,412)

The key management personnel of the group, comprise those of the parent charity and the key management personnel of its wholly owned subsidiary- Zoe's Place Trading. The employee benefits of key management personnel for the group was therefore £412,788 (2017: £350,412)

The average headcount of persons employed by the group (including casual and part-time) during the year was:

	2018	2017
	No.	No.
Trustees	5	4
Management	12	12
Administration	23	20
Nurses	69	81
Domestic	2	3
	<u>111</u>	<u>120</u>

PENSIONS

The charitable company operates a defined contribution pension schemes for the benefit of its employees. The assets of the schemes are held separately from those of the charity in independently administered funds. The pension cost charge represents contributions payable by the charity during the year and amounted to £32,177 (2017: £22,093). At the year end there was £9,671 (2017: £3,944) outstanding included in creditors due less than one year.

15 FIXED ASSETS - GROUP and CHARITY

	Freehold/ Long & short leasehold land and buildings £	Fixtures & Fittings & Equipment £	Motor Vehicles £	Short leasehold improvements £	Total £
Cost:					
As at 1 July 2017	1,111,933	709,596	129,067	861,517	2,812,113
Additions	-	51,803	2,876	-	54,679
Disposals	-	(14,038)	-	-	(14,038)
As at 30 June 2018	1,111,933	747,361	131,943	861,517	2,852,754
Depreciation:					
As at 1 July 2017	123,648	415,763	73,609	751,340	1,364,360
Charge for the year	20,608	80,901	14,189	78,032	193,730
On disposals	-	(12,015)	-	-	(12,015)
As at 30 June 2018	144,256	484,649	87,798	829,372	1,546,075
Net book value:					
As at 30 June 2018	967,677	262,712	44,145	32,145	1,306,679
As at 1 July 2017	988,285	293,833	55,458	110,177	1,447,753

16. INVESTMENTS

The investment comprises a holding of 100% of the issued ordinary share capital of Zoe's Place Trading Limited (Company number: 09557404), a company registered in England and Wales. The address of its registered office is Upper Ground Floor, 15 Dormer Place, Leamington Space, Warwickshire, CV32 5AA. The cost of the investment in Zoe's Place Trading Limited in the charity's own financial statements is £1,000 (2017: £1,000).

The principal activity of the subsidiary undertaking is the operation of business support activities.

A summary of the trading results of Zoe's Place Trading Limited is shown below:

	2018 £	2017 £
Turnover	118,426	233,716
Cost of sales, administrative expenses and interest	(67,236)	(162,797)
Donation to Parent	(71,368)	(29,785)
	<u>(20,178)</u>	<u>41,134</u>

A summary of the balance sheet position of Zoe's Place Trading Limited is shown below:

	2018 £	2017 £
Current Assets	65,426	89,454
Current Liabilities	(13,685)	(17,535)
Net Assets	<u>51,741</u>	<u>71,919</u>

Movement in the market value

	Group		Charity	
	2018 £	2017 £	2018 £	2017 £
Market value at 1 July 2017	456,493	204,397	457,493	205,397
Acquisitions at cost	-	200,000	-	200,000
Net gains on revaluations in the year ended 30th June 2018	25,660	52,096	25,660	52,096
Market value at 30 June 2018	<u>482,153</u>	<u>456,493</u>	<u>483,153</u>	<u>457,493</u>
Historical cost at 30 June 2018	<u>400,000</u>	<u>400,000</u>	<u>400,000</u>	<u>401,000</u>

ZOE'S PLACE TRUST
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 30TH JUNE 2018

17. STOCKS

	Group		Charity	
	2018	2017	2018	2017
	£	£	£	£
Finished Goods	2,973	5,412	-	-
	2,973	5,412	-	-

The difference between the purchase price or production cost of stocks and their replacement cost is not material.

18. DEBTORS

	Group		Charity	
	2018	2017	2018	2017
	£	£	£	£
Trade debtors	156,909	88,240	152,674	82,461
VAT	11,188	9,690	14,829	12,203
Prepayments and accrued income	173,486	81,220	167,526	67,246
Amounts owed by group undertakings	-	-	5,753	-
	341,583	179,150	340,782	161,910

19. CREDITORS: amounts falling due within one year

	Group		Charity	
	2018	2017	2018	2017
	£	£	£	£
Trade creditors	76,658	46,014	75,818	45,831
Other taxes and social security costs	55,554	56,370	55,554	56,370
Other creditors	50,199	40,319	50,199	40,320
Accruals and deferred income	642,447	102,853	638,997	88,022
Amounts owed to group undertakings	-	-	-	30,313
	824,858	245,556	820,568	260,856

Deferred income

	Group		Charity	
	2018	2017	2018	2017
	£	£	£	£
Deferred income at 1 July 2017	34,657	610,286	34,657	610,286
Amounts released from previous periods	(34,657)	(610,286)	(34,657)	(610,286)
Resources deferred in the period	586,646	34,657	586,646	34,657
Deferred income as 30 June 2018	586,646	34,657	586,646	34,657

Deferred income is NHS England monies held in accordance with the income accounting policy with the remaining deferred income relating to events and services provided post-year end.

20. LEASING COMMITMENTS

At 30 June 2018 the company had commitments under non- cancellable operating leases as set out below:

	Group		Charity	
	2018	2017	2018	2017
	£	£	£	£
Total minimum lease payments due over the lease term, falling due as follows:				
Leases expiring within 1 year	78,704	15,368	78,704	15,368
Leases expiring 2 to 5 years	120,686	23,675	120,686	23,675

21. TRANSFERS BETWEEN FUNDS

A sum of £28,477 (2017: £49,352) has been transferred from Restricted Funds to Unrestricted Fund following the conditions of the restriction being met.

22. ANALYSIS OF CHARITABLE FUNDS

Analysis of movements in unrestricted funds

	As at 1 July 2017	Incoming Resources	Resources Expended & Other Gains and Losses	Transfers	As at 30 June 2018
General fund	3,279,708	2,949,157	(3,378,633)	28,477	2,878,709
Total unrestricted funds	3,279,708	2,949,157	(3,378,633)	28,477	2,878,709

Name of unrestricted fund:

Description, nature and purposes of the fund:

General fund

The basis for calculating 'free reserves' after allowing for all designated funds, fixed assets and other non-current assets and liabilities

Analysis of movements in restricted funds

	As at 1 July 2017	Incoming Resources	Resources Expended & Other Gains and Losses	Transfers	As at 30 June 2018
Hospice Nurses - Coventry	-	124,335	(124,335)	-	-
Nurse Salary - Coventry	8,255	-	(8,255)	-	-
Minibus Coventry	17,146	-	(4,287)	-	12,859
Hospice Equipment Coventry	4,629	315	(455)	-	4,489
Neo Natal - Coventry	10,484	-	(2,222)	-	8,262
Outings - Coventry	455	1,000	(1,546)	91	-
Outdoor - Coventry	227	-	-	-	227
Sibling Group - Coventry	1,994	-	-	(1,994)	-
Music Therapy - Coventry	6,091	-	(4,748)	-	1,343
Christmas Presents - Coventry	-	2,000	(255)	-	1,745
Training - Coventry	1,061	-	(1,260)	199	-
Rebound Therapy - Coventry	460	-	-	-	460
Bedding - Coventry	1,000	-	(111)	-	889
GP Services - Coventry	15,125	-	(14,625)	-	500
Sibling Support Group Days Out - Coventry	-	-	(40)	1,994	1,954
Animal Therapy - Coventry	-	2,500	(1,750)	-	750
Cot Room TVs - Coventry	-	1,249	-	-	1,249
Nurses Uniform- Coventry	-	1,000	-	-	1,000
Hydro Therapy- Coventry	-	1,560	(390)	-	1,170
The Hives- Coventry	-	2,662	-	-	2,662
Swimming Session- Coventry	-	125	-	-	125
Summer Barbeque - Coventry	-	250	-	-	250
Sensory Room - Coventry	-	7,900	-	(7,900)	-
Hospice Equipment - Liverpool	8,975	228	(1,201)	(3,555)	4,447
GP Cover- Liverpool	5,417	32,500	(29,792)	-	8,125
Hospice Nurses - Liverpool	-	204,950	(205,279)	329	-
Hospice Outgoing - Liverpool	778	60	(1,015)	177	-
Art Sessions - Liverpool	2,535	2,500	(4,320)	-	715
Play Equipment - Liverpool	6,772	472	(499)	(920)	5,825
End of Life Room - Liverpool	43,763	418	(6,818)	(17,950)	19,413
Big Lottery	4,744	48,730	(60,297)	6,823	-
Sensory Garden - Liverpool	3,992	-	-	(2,523)	1,469
Children in Need	3,960	20,740	(21,408)	(3,248)	44
Sensory Equipment - Liverpool	-	1,750	-	-	1,750
Christmas Presents - Liverpool	-	1,000	(835)	-	165
Global Make Some Noise - Liverpool	-	19,273	(12,408)	-	6,865
Sensory equipment - Middlesbrough	825	1,800	(259)	-	2,366
Gifts for Children - Middlesbrough	280	-	-	-	280
People carrier - Middlesbrough	744	-	-	-	744
Family Day Out - Middlesbrough	4,023	3,100	(30)	-	7,093
Sibling Group - Middlesbrough	1,856	186	(1,591)	-	451
Parents Coffee Morning - Middlesbrough	1,617	163	(474)	-	1,306

22. ANALYSIS OF CHARITABLE FUNDS (Continued)

	As at 1 July 2017	Incoming Resources	Resources Expended & Other Gains and Losses	Transfers	As at 30 June 2018
Hospice Nurses - Middlesbrough	-	204,950	(204,950)	-	-
Therapy Cot Appeal - Middlesbrough	1,367	1,200	-	-	2,567
Refurb Appeal - Middlesbrough	-	2,610	(1,280)	-	1,330
Total restricted funds	158,575	691,526	(716,735)	(28,477)	104,889

Name of restricted fund:

Description, nature and purposes of the fund:

Hospice Nurses

NHS Grant to pay the nurses salaries

Nursery Nurse

Nursery Nurse (Coventry) - established from a grant given by the BBC Children in Need Appeal. The grant is for funding for a Nursery Nurse and is being received in stage payments over three years. Expenditure from the fund is being released directly to the SOFA when incurred.

Minibus Coventry

This fund was established following the donations received from the Lord Taverners towards a Mini Bus. As in accordance with offer the vehicle is a restricted asset from 2014 for 5 years, so the annual deprecation will be off set against this fund.

Hospice Equipment Coventry

This fund was established from donations and grants given for the specific purpose of providing hospice equipment for the Coventry hospice. For capital items purchased the fund is released to unrestricted funds as the restrictions have then been met, other expenditure is released direct to the SOFA.

Outdoor - Coventry

Funds received from grants and donations to be spent on building and maintaining a sensory garden and also providing equipment to enable outdoor play.

Outings - Coventry

Received grant from local charitable trust to enable children to go out on day trips.

Sibling Group - Coventry

A fund set up from grants and donations to allow siblings of children attending the hospice to be able to go out on day trips.

Music Therapy - Coventry

A grant received from a local charity to fund specialist music therapy for children.

Christmas Presents - Coventry

Funds received to buy Christmas presents for the children in the hospice and their siblings.

Training - Coventry

Donation for specialist clinical training for staff.

Rebound Therapy - Coventry

A grant received for therapeutic exercise therapy which involves the use of trampolines.

Bedding - Coventry

Funds received for the purchase of bedding for the hospice cot rooms.

GP Services - Coventry

Charitable Trust grant to cover provision of GP services for children at the hospice.

Sibling Support Group Days Out - Coventry

A fund established from grants and donations to enable the siblings of the hospice children to go out on day trips and enjoy other activities.

Animal Therapy - Coventry

Grant to fund animal assisted therapy visits.

Cot Room TVs - Coventry

Grant received to fund new TVs for cot rooms

Nurses Uniform- Coventry

Fund for contributions towards purchasing hospice uniform.

22. ANALYSIS OF CHARITABLE FUNDS (Continued)

Hydro Therapy- Coventry	Donations received for children's' hydrotherapy pool treatment.
The Hives- Coventry	Fund set up for donations/grants for new garden building in hospice grounds.
Swimming Session- Coventry	Donations received for children's swimming sessions.
Summer Barbeque - Coventry	Donations for summer party for the children.
Sensory Room - Coventry	Funds for refurbishment of sensory room fittings.
GP Cover- Liverpool	Clinical Commissioning Group funding to provide GP services for children at the hospice.
Hospice Equipment - Liverpool	providing equipment for use in the hospice. For capital items purchased the fund is released to unrestricted funds as the restrictions have then been met, other expenditure is released direct to the SOFA.
Hospice Outings - Liverpool	Donations received to provide the children with day trips and other activities.
Art Sessions - Liverpool	Grants received to provide the children with art therapy.
Play Equipment - Liverpool	Grant received to fund specialist play equipment for the children.
End of Life Room - Liverpool	Donations received to fund a new room for children's' care at the end of their life.
Big Lottery	Lottery funding to support salaries and training of three full time Senior Care Assistants.
Sensory Garden - Liverpool	Fund set up from grants received to establish and maintain a sensory garden for the children to enjoy.
Children in Need -Liverpool	Grant towards nurses salaries
Sensory equipment - Liverpool	Grant received to fund sensory equipment for the children
Christmas Presents - Liverpool	Donation received for childrens' Christmas presents
Salaries - Liverpool	Grant received to fund cost of a registered nurse
Sensory equipment - Middlesbrough	Donations received to purchase multi sensory equipment and toys.
Gifts for Children - Middlesbrough	Funds received specifically for purchasing gifts for children in the hospice.
People Carrier - Middlesbrough	This fund was established following donations received following the loss of the previous people carrier. This can be released once a new people carrier is purchased.
Family Day out - Middlesbrough	This appeal commenced in August 2006 to raise funds to enable the special babies and their families to enjoy days out and other activities. Expenditure on these activities is released direct to the SOFA.
Sibling Group - Middlesbrough	A fund established from grants and donations to enable the siblings of the hospice children to go out on day trips and enjoy other activities.
Parent Coffee Mornings - Middlesbrough	A group set up the raise funds and organise events for parents whose children attend the Hospice.
Therapy Cot Appeal - Middlesbrough	A grant was given specifically to purchase a cot for use in a patients home.
Refurb Appeal - Middlesbrough	Fund set up for donations for future refurbishment and project works in hospice.

23. ANALYSIS OF GROUP NET ASSETS BETWEEN FUNDS

	Unrestricted Funds £	Restricted Funds £	Total Funds £
Fund balances			
Tangible fixed assets	1,293,820	12,859	1,306,679
Investments	482,153	-	482,153
Net current assets	1,102,736	92,030	1,194,766
Total net assets	2,878,709	104,889	2,983,598

24. RELATED PARTY TRANSACTIONS

Life Hospital Trust is a related party by virtue of two common directors, J J Scarisbrick and Rev P D McGuire. During the year the Trust entered into the following transactions with Life Hospital Trust.

Rental of Premises £25,000 (2017: £20,000).

Subcontract of Domestic Salaries £5,177 (2017: £5,101).

Received Reimbursed Expenses at cost of £23,658 (2017: £25,093).

As at 30th June 2018 the Trust was owed £7,526 (2017: £22,438) included in trade debtors.

J Stainsby is a trustee and received reimbursement of travel expenses in the year of £3,143 (2017: £3,338). At the year end £164 was still owed by the Trust (2017: £294) included in trade creditors.

D E Ford (Insurance Brokers) Limited is a related party by virtue of common directors, C Greenall. During the year the Trust made purchases of £39,906 (2017: £Nil) for insurance. At the year end £42,603 was still owed by the Trust (2017: £Nil) included in trade creditors.

25. ULTIMATE CONTROLLING PARTY

In the opinion of the trustees there is no ultimate controlling party, other than the trustees themselves.

The company has no share capital but all members are liable to pay £10 each in the event the charity was to be wound up.