

Registered Charity Number: 259596

**League of Friends of Sheffield Teaching Hospitals
NHS Foundation Trust**

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

For the year ended 31 March 2018

League of Friends of Sheffield Teaching Hospitals NHS Foundation Trust

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League of Friends of Sheffield Teaching Hospitals NHS Foundation Trust

Administrative Information for the year ended 31 March 2018

Previously known as:

League of Friends Northern General Hospital NHS Trust, Sheffield

Trustees

Mrs D Stow

Chair

Mr P Farnsworth

Treasurer

Mrs L Terry

Mr M Presley

Ms B Etherton

(appointed 7 December 2017)

Ms J Thomas

(appointed 7 December 2017)

Ms J Latimer

(appointed 14 November 2016)

Ms C Bird

(retired 7 December 2017)

Mr J Haterly

(retired 7 December 2017)

Secretary

Sarah Lees

Charity number

259596

Principal address

Northern General Hospital

Herries Road

Sheffield

S5 7AU

Bank

The Royal Bank of Scotland

Sheffield Church Street Branch

5 Church Street

Sheffield

S1 1HF

Independent Examiner

Sheryl Meakin, ACA

Voluntary Action Sheffield

Community Accountancy

The Circle

33 Rockingham Lane

Sheffield

S1 4FW

League of Friends of Sheffield Teaching Hospitals NHS Foundation Trust

Trustees' annual report For the year ended 31 March 2018

The trustees submit their annual report and the financial statements for the year ended 31 March 2018.

Structure Governance & management

The Charity is operated under the rules of its trust deed dated 16 September 1969 and most recently amended 4 May 1993.

Overall management of the charity is the responsibility of the trustees who are elected and co-opted under the terms of the trust deed. The trustees meet monthly.

The day to day activities of League of Friends of Sheffield Teaching Hospitals NHS Foundation Trust are carried out by volunteers who are managed by the League of Friends Co-ordinator.

Objects of the charity

The Objectives of the League of Friends are to relieve patients and former patients of the Sheffield Teaching Hospital NHS Foundation Trust, who are sick, convalescent, disabled, infirm or in need of financial assistance and generally to support the charitable work of the said Hospitals.

Summary of the main activities undertaken for the public benefit

When planning their activities the trustees have had regard to the guidance issued by the Charity Commission on public benefit.

Grants Policy

Grants to Sheffield Teaching Hospitals Foundation Trust are considered and approved by the executive committee who ensure that they are within the objects of the League of Friends and are for projects for which funding would not otherwise be available.

The charity also provides funding to Sheffield Teaching Hospitals for the League of Friends Co-ordinator.

Summary of the main achievements during the year

The executive committee worked with the Trust's Charitable Funds Coordinator's lead to identify and support funding bids in the future.

They also continued to review and strengthen the core policies and procedures to ensure a sustainable future for the League of Friends.

No grants have been awarded this year because there were no suitable proposals and conditions were not met to agree grant proposals.

League of Friends of Sheffield Teaching Hospitals NHS Foundation Trust

Trustees' annual report - continued For the year ended 31 March 2018

Reserves policy

Unrestricted funds at 31 March 2018 amounted to £211,608 (2017: £215,666)

There is now a set reserve level of £150,000, however reserves have been built up over recent years with a low level of funding requests. In the following year the committee will look to work with Sheffield Teaching Hospital NHS Foundation Trust to find suitable funding bids for the additional funds in reserve.

Future plans

The League of Friends are continuing to look at increasing the external fundraising opportunities outside Sheffield Teaching Hospitals grounds to create an increased stable income and increase revenue streams.

The trustees declare that they have approved the trustees' report above on 19/09/2018

Signed on behalf of the trustees:



Doris Stow
Chair

Independent Examiner's report to the trustees of League of Friends of Sheffield Teaching Hospital NHS Foundation Trust ("the Charity")

I report to the charity trustees on my examination of the accounts of the Charity for the year ended 31 March 2018.

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 Trust'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 Commission under section 145(5)(b) of the 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 accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement 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.

Signed: Sheryl Meakin

Sheryl Meakin, ACA

Voluntary Action Sheffield
Community Accountancy
The Circle
33, Rockingham Lane
Sheffield
S1 4FW

Date: 12/11/2018

League of Friends of Sheffield Teaching Hospitals NHS Foundation Trust

Statement of Financial Activities For the year ended 31 March 2018

	Notes	Unrestricted Total 2018 £	Unrestricted Total 2017 £
Income from:			
Donations and collections	2	3,034	967
Trading activities: Shop and canteen	3	72,564	116,138
Investments	4	82	254
Other		-	4,860
		75,680	122,219
Expenditure on:	5		
Raising funds: Shop and canteen		52,891	72,885
Charitable Activities		26,819	83,548
		79,710	156,433
Net expenditure before net gains/(losses) on investments		(4,030)	(34,214)
Net gains/(losses) on investments		(28)	248
Net expenditure		(4,058)	(33,966)
Total funds brought forward as reported		215,666	249,632
Total funds carried forward		211,608	215,666

League of Friends of Sheffield Teaching Hospitals NHS Foundation Trust

Balance sheet

As at 31 March 2018

	Notes	Total 2018 £	Total 2017 £
Fixed Assets			
Tangible Assets	9	1,663	-
Investments	10	637	665
		<u>2,300</u>	<u>665</u>
Current assets			
Cash at bank and in hand		220,397	220,744
Total current assets		<u>220,397</u>	<u>220,744</u>
Creditors: amounts falling due within one year	11	(11,089)	(5,743)
Net current assets		<u>209,308</u>	<u>215,001</u>
Total assets less current liabilities		211,608	215,666
Creditors: amounts falling due after more than one year		-	-
Total net assets		<u>211,608</u>	<u>215,666</u>
Funds of the Charity			
Unrestricted funds		<u>211,608</u>	<u>215,666</u>

The Trustees declare that they have approved the accounts above on 19/09/2018

Signed on behalf of the Charity's trustees:

Signed:



 Doris Elaine Stow
 Chair

League of Friends of Sheffield Teaching Hospitals NHS Foundation Trust

Notes to the Accounts for the year ended 31 March 2018

1 Accounting Policies

(a) General

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) (effective 1 January 2015) - (Charities SORP (FRS 102)) and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). The financial statements have also adopted Charities SORP (FRS 102) Bulletin 1 and taken advantage of the exemption of to prepare a cashflow statement.

The charity meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value.

(b) Income

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

Shop and canteen sales represent gross sales of goods.

Investment income is included when receivable.

(c) Expenditure and irrecoverable VAT

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.

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

- Costs of raising funds comprise the costs associated with generating trading income from the shop and canteen sales.
- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities for 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.
- Grants payable are accounted for on an accruals basis where the conditions for their payment have been met or where a third party has a reasonable expectation that they will receive the grant.

(d) Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

(e) Tangible fixed assets

All items of capital expenditure below £500 are written off as incurred.

Depreciation has been calculated to write down the cost of all tangible fixed assets over their expected useful lives on the following basis:

Furniture	5 years straight line
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(f) Fixed asset investments

Investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing quoted market price. The statement of financial activities includes the net gains and losses arising on revaluation and disposals throughout the year.

League of Friends of Sheffield Teaching Hospitals NHS Foundation Trust

Notes to the Accounts (continued) for the year ended 31 March 2018

1 Accounting Policies - continued

(g) Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the company will not be able to collect all amounts due according to the original terms of receivables.

(h) Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the company does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

(i) Realised gains and losses

All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and their carrying value. Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities.

(j) Funds

Unrestricted funds are donations and other income receivable or generated for the objects of the organisation without further specified purpose and are available as general funds.

2 Donations and collections

	2018 £	2017 £
Donations	3,034	789
Collections	-	178
	3,034	967

3 Trading income

	2018 £	2017 £
Shop and canteen sales	72,564	116,138

League of Friends of Sheffield Teaching Hospitals NHS Foundation Trust

Notes to the Accounts (continued) for the year ended 31 March 2018

4 Investment income

	2018 £	2017 £
Bank interest	54	117
Share dividends and scrip income	28	137
	82	254

5 Expenditure

	Note	Raising funds	Charitable activities £	Total 2018 £	Total 2017 £
Costs Allocated Directly to Activities					
Raising funds					
Shop and Canteen		51,130	-	51,130	67,782
Insurance		595	-	595	578
VAT paid on Flat rate scheme		-	-	-	3,459
Volunteer gifts		40	-	40	20
Volunteer expenses		129	-	129	-
Stationery		581	-	581	88
Depreciation	9	416	-	416	-
Shop refurbishment costs		-	-	-	958
Charitable Activities					
Grants to Sheffield Teaching Hospitals	6	-	-	-	72,863
League of Friends Co-ordinator	7	-	26,194	26,194	9,790
Support Costs Allocated to Activities					
Bank Charges		-	85	85	175
Independent examiner's fees		-	540	540	720
		52,891	26,819	79,710	156,433

No other fees were paid to the independent examiner's organisation.

6 Grants to Sheffield Teaching Hospitals

	2018 £	2017 £
Voluntary Service staff	-	27,679
Northern General Hospital Helipad Appeal - Sheffield Hospitals Charity	-	10,000
Oral Histories Project - Palliative Care Unit, NGH	-	20,787
E-link equipment - Hand Centre, NGH	-	9,397
Clothing for Patients Project	-	5,000
	-	72,863

League of Friends of Sheffield Teaching Hospitals NHS Foundation Trust

Notes to the Accounts (continued) for the year ended 31 March 2018

7 Staff costs

	2018 £	2017 £
Re-charged salary costs	26,194	9,790
	26,194	9,790

Administration was provided by the League of Friends co-ordinator, this salary cost was recharged from the Sheffield Teaching Hospital's payroll.

8 Trustees remuneration, benefits and expenses

Trustees received no remuneration, benefits or expenses in this period.

9 Tangible fixed assets

	Furniture £	Total £
Cost		
As at 1 April 2017	-	-
Additions	2,079	2,079
As at 31 March 2018	2,079	2,079
Depreciation		
As at 1 April 2017	-	-
Charge this period	416	416
As at 31 March 2018	416	416
Net Book Value		
As at 31 March 2018	1,663	1,663
As at 1 April 2017	-	-

10 Fixed Assets - Investments

	2018 £	2017 £
Movement in fixed asset listed investments		
Market value b/fwd	665	417
Add/(less): net gain/(loss) on revaluation	(28)	248
Market value as at 31 March 2018	637	665

The above investment represents shares in Banco Santander acquired as a result of the de-mutualisation of the Abbey National Building Society.

League of Friends of Sheffield Teaching Hospitals NHS Foundation Trust

Notes to the Accounts (continued) for the year ended 31 March 2018

11 Creditors: amounts falling due within one year

	2018 £	2017 £
Trade Creditors	10,549	5,023
Accruals	540	720
	11,089	5,743

12 Lottery on behalf of MacMillan Cancer Support (South Yorkshire)

The Charity holds a licence under the Betting, Gaming and Lotteries Act to run a monthly lottery on behalf of MacMillan Cancer Support (South Yorkshire). Contributions to the lottery are received from staff of the Northern General Hospital, 60% is paid as a donation to MacMillan Cancer Support and 10% is paid as a donation to the Northern General Hospital League of Friends with the remaining 30% paid out as monthly prizes. £3,270 was received and distributed in this manner during the

All funds are processed through a designated bank account. Accumulated prize cheques have built up over the years giving a balance on the account of £5,913 as at 31 March 2018.

13 Related party transactions

There were no related party transactions during the year.

