

Unaudited Report and Financial Statements
for the Year Ended 31st March 2018
for
Tender Nursing Care
A Company Limited by Guarantee
(Charity Number: 1154186)

Tender Nursing Care

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Tender Nursing Care
Company Information
for the year ended 31st March 2018

DIRECTORS AND TRUSTEES: Dr K A Bracewell
Mr D G Clayton
Dr A H Allister
Cllr S M Long
Mr D J Sherliker
Mr L Edwards
Mr M A Dickinson
Mr J E Wareing

SECRETARY: Mr D J Sherliker

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

REGISTERED NUMBER: 08705807

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

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

Tender Nursing Care

Report of the Directors and Trustees for the year ended 31st March 2018

The Directors and Trustees present their report with the financial statements of the company for the year ended 31st March 2018.

INCORPORATION

This charitable company limited by guarantee was incorporated on 25th September 2013. Registered Charity No 1154186. The company became active on 1st April 2015.

DIRECTORS AND TRUSTEES

The Directors & Trustees shown below have held office during the year ended 31st March 2018.

Dr K A Bracewell
Mr D G Clayton
Dr A H Allister
Cllr S M Long
Mr D J Sherliker
Mr J E Wareing
Mr L Edwards
Mr M A Dickinson

Other changes in directors holding office are as follows:

R.B Wharton - resigned 2nd February 2018
P G R Stettner – resigned 28th September 2017

POLICY

The object of the Charity, as specified in the Memorandum and Articles of Association, is to promote the relief of persons within the area of benefit (the City of Preston and the Boroughs of Chorley and South Ribble and surrounding districts) who are suffering from life-limiting conditions, by providing domiciliary care in addition to that provided by the NHS or Local Authorities. The Charity provides free care, at home, typically between the hours of 10.00pm/7.00am, with the object of preventing the relatives/friends who act as carers from becoming overtired and leading to an inability to continue to care for the patient during the day. By enabling more terminally ill patients to be cared for at home, there is a reduction in demand for hospital/hospice places. We also enable the wishes of so many terminally ill patients, to be cared for in their last days by their loved ones, to be met. There have been no changes in policy during the year ended 31 March 2018 and due regard has been paid by the Trustees to the guidance issued by the Charity Commission on public benefit.

SERVICE

TNC is a Domiciliary Care Agency registered with the Charity Commission and regulated by the Care Quality Commission (CQC). The CQC made their last inspection in May 2016 and rated our service as 'Good'. The Trustees & Directors are ultimately responsible for TNC's services but the Registered Manager (who reports to the Chairman) is responsible for the day to day operation of the Charity's services. TNC provides care for our service users using a small team of Registered Nurses and Health Care Assistants qualified to NVQ level 2/3 in Care and our staff are allocated based on user's needs. All of our staff undergo continuous learning to ensure they maintain and enhance their skills as appropriate. Potential service users are typically referred to TNC via Medical Practitioners/District Nurses or Hospitals or Hospices and from early 2018 we have also accepted a small number of direct referrals which have been assessed by our Registered Manager who is also a Registered Nurse. TNC typically provides care through overnight visits. The level of visits we can deliver is influenced by the number of referrals we receive and is also constrained by our budget and staffing levels. TNC operates a regime of quality assurance for our service users and their families which includes regular Quality of service calls/visits by the Registered Manager and periodic Quality of Service Visits by one of the Trustees who is a retired GP.

FINANCIAL

Cash reserves at the end of the year equated to the cost of two thirds of normal business activity. Funding included grants from the local Clinical Commissioning Groups amounting to £78,258 – these arrangements are reviewed annually. In addition,

Tender Nursing Care

Report of the Directors and Trustees for the year ended 31st March 2018

TNC also receives funding for a specific service user under an arrangement originated via Social Services. The amount invoiced and paid for this in 2017/18 amounted to £1,812 however TNC delivered services above this level 2017/18 and arrangements for retrospective payments are under discussions with our local Clinical Commissioning Group. Other funding comes from fund-raising activities, investments and where necessary from reserves. The investment powers, as specified in the Memorandum and Articles of Association, continue to be used and the Investment Policy/Strategy was revised in accordance with Charity Commission guidelines

RISK MANAGEMENT

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

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

DIRECTORS' AND TRUSTEES' RESPONSIBILITIES STATEMENT

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

Company law requires the Directors & Trustees to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the Directors & Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of the surplus or deficit of the company for that period. In preparing these financial statements, the Directors & Trustees are required to:

- select suitable accounting policies and then apply them consistently;
 - make judgements and accounting estimates that are reasonable and prudent;
 - prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.
- observe the methods and principles in the Charities SORP

The Directors & Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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

ON BEHALF OF THE BOARD:



.....
Director/Trustee: Mr M A Dickinson

Date: 20/9/18

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

We report on the accounts of the Charity for the Period ended 31st March 2018 which are set out in the enclosed pages.

Respective Responsibilities of Trustees and Examiner

The Charity's Trustees are responsible for the preparation of the accounts. The Charity's Trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is our responsibility to: -

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

Basis of Independent Examiner's Statement

Our examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to this matters set out in the statement below.

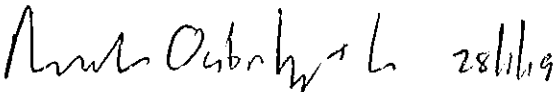
Independent Examiner's Statement

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

1. which gives us reasonable cause to believe that, in any material respect, the requirements: -
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met

have not been met, or

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



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

Tender Nursing Care
Income and Expenditure Account
for the year ended 31st March 2018

			2018	2017
	Notes	£	£	£
TURNOVER			131,414	98,344
Provision of Nursing Services		76,654		81,765
Administrative expenses		<u>53,470</u>		<u>30,482</u>
			<u>130,124</u>	<u>112,247</u>
			1,290	(13,903)
Other operating income			<u>28,961</u>	<u>19,199</u>
OPERATING SURPLUS	3		30,251	5,296
Interest receivable and similar income			<u>-</u>	<u>1</u>
SURPLUS ON ORDINARY ACTIVITIES BEFORE TAXATION			<u>30,251</u>	<u>5,297</u>
Tax on surplus on ordinary activities	4		<u>-</u>	<u>-</u>
SURPLUS FOR THE FINANCIAL YEAR			<u><u>30,251</u></u>	<u><u>5,297</u></u>

The notes form part of these financial statements

Tender Nursing Care (Registered number: 08705807)

Balance Sheet		2018	2017
31st March 2018			
	Notes	£	£
FIXED ASSETS			
Investments	4	827,464	834,477
CURRENT ASSETS			
Debtors	5	-	-
Cash at bank		<u>113,316</u>	<u>81,446</u>
		113,316	81,446
CREDITORS			
Amounts falling due within one year	6	<u>2,834</u>	<u>1,215</u>
NET CURRENT ASSETS		<u>110,482</u>	<u>80,231</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>937,946</u>	<u>914,708</u>
RESERVES			
Unrestricted Reserves	7	<u>937,946</u>	<u>914,708</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the period ended 31st March 2018.

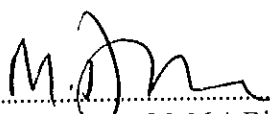
The members have not required the company to obtain an audit of its financial statements for the period ended 31st March 2018 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

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

The financial statements have been prepared in accordance with the provisions of Part 15 of the Companies Act 2006 relating to small companies.

The financial statements were approved by the Board of Directors and Trustees on 19/9/18 and were signed on its behalf by:


 Director/ Trustee: Mr M A Dickinson

The notes form part of these financial statements

Tender Nursing Care

Notes to the Report and Financial Statements for the year ended 31st March 2018

1. **STATUTORY INFORMATION**

Tender Nursing Care is a private company, limited by guarantee, registered in Care services. The company's registered number and registered office address can be found on the Company Information page.

2. **ACCOUNTING POLICIES**

Basis of preparing the financial statements

These financial statements have been prepared in accordance with the provisions of Section 1A "Small Entities" of Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Companies Act 2006. The Financial statements have been prepared under the historical cost convention.

Taxation

The charity is exempt from corporation tax on its charitable activities

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution scheme. Contributions payable to the charitable company's pension scheme are charged to the statement of Financial Activities in the period to which they relate.

3. **OPERATING SURPLUS**

	2018	2017
The operating surplus is stated after charging:	£	£
Profit/Loss on disposal of fixed assets	<u>-</u>	<u>-</u>
Directors' remuneration and other benefits etc		

4. **FIXED ASSET INVESTMENTS**

		Listed investments £
At 1 st April 2017		834,477
Additions		
Unrealised gains\ (Losses) on investments		<u>(7,013)</u>
At 31 st March 2018		<u>827,464</u>
BOOK VALUE		
At 31 st March 2018		<u>827,464</u>
At 31 st March 2017		<u>834,477</u>

All the Companies investment income arises from Dividend Distributions held in interest bearing accounts and a financial portfolio. Historical cost at 31st March 2018 :- £705,914

5. **DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2018	2017
	£	£
Trade debtors	<u>-</u>	<u>-</u>

6. **CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2018	2017
	£	£
Accruals	630	1,215
Other creditors	<u>2,204</u>	<u>-</u>
	<u>2,834</u>	<u>1,215</u>

Tender Nursing Care

**Notes to the Report and Financial Statements - continued
for the year ended 31st March 2018**

7. UNRESTRICTED RESERVES

	Income and expenditure account £
At 31st March 2017: Unrestricted Reserves	914,708
Loss/surplus for year	
Unrealised Gains on Investments	(7,013)
Surplus for the period	<u>30,251</u>
At 31st March 2018: Unrestricted Reserves	<u>937,946</u>

8. DIRECT CHARITABLE EXPENDITURE

	2018 £	2017 £
Provision of Nursing Services	76,654	81,765
	<u>76,654</u>	<u>81,765</u>

9. MANAGEMENT AND ADMINISTRATION OF THE CHARITY

	2018 £	2017 £
Office and Administration Costs	32,756	17,665
	<u>32,756</u>	<u>17,665</u>

10. TOTAL RESOURCES EXPENDED

	2018 £	2017 £
<u>Average number of employees was:</u>		
Nursing services	11	10
Management and Administration	2	2
	<u>13</u>	<u>12</u>

Tender Nursing Care

**Detailed Income and Expenditure Account
for the year ended 31st March 2018**

		2018		2017
	£	£	£	£
<u>Turnover</u>				
In Memory Donations	45,971		11,695	
Lottery	5,373		6,318	
Clinical Commissioning Group	<u>80,070</u>		<u>80,331</u>	
		131,414		98,344
<u>Other income</u>				
Dividend income	28,961		19,199	
Deposit account interest	<u>-</u>		<u>1</u>	
		<u>28,961</u>		<u>19,200</u>
		160,375		117,544
<u>Expenditure</u>				
Nurses wages	76,654		81,765	
Insurance	3,035		2,926	
Secretarial wages	32,756		17,665	
Pensions	221		-	
Telephone	812		655	
Post and stationery	2,533		675	
Uniform and cleaning	116		115	
Computer costs	-		1,176	
Sundry expenses	601		161	
Training	300		174	
Lottery Prizes	2,125		2,700	
Accountancy	630		615	
Payroll Charges	1,649		1,762	
Legal and Professional fees	8,051		1,369	
Bank charges	641		489	
Gains/(Losses) on Investments	<u>-</u>	<u>130,124</u>	<u>-</u>	<u>112,247</u>
Net Surplus		<u><u>30,251</u></u>		<u><u>5,297</u></u>

This page does not form part of the statutory financial statements

