

**WORCESTERSHIRE HOSPITALS CHARITABLE TRUST**

**UNAUDITED**

**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 5 APRIL 2018**

# **WORCESTERSHIRE HOSPITALS CHARITABLE TRUST**

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# **WORCESTERSHIRE HOSPITALS CHARITABLE TRUST**

## **TRUSTEES FOR THE YEAR ENDED 5 APRIL 2018**

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### **Trustees**

Mr John Black  
Dr David Arthur Tibbutt  
Mr Nicholas Charles Hickey  
Dr Penelope Louise Slaney  
Mr Michael Graham Huskinson  
Mr Philip James Morris  
Mr Steven Thrush  
Mrs Fiona Charny

## WORCESTERSHIRE HOSPITALS CHARITABLE TRUST

### REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY AND ADVISERS FOR THE YEAR ENDED 5 APRIL 2018

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<b>Charity registered number</b>	518895
<b>Registered office</b>	The Charles Hastings Education Centre Worcestershire Royal Hospital Worcester Worcestershire WR5 1DD
<b>Accountants</b>	Bishop Fleming LLP Chartered Accountants 1-3 College Yard Worcester WR1 2LB
<b>Bankers</b>	HSBC Bank plc 6 Broad Street Worcester Worcestershire WR1 2EJ  Lloyds Bank PLC 4 The Cross Worcester Worcestershire WR1 3PY  CCLA 80 Cheapside London EC2V 6DZ
<b>Solicitors</b>	Russell & Co. 125 Church Street Malvern Worcestershire WR14 2AH

## **WORCESTERSHIRE HOSPITALS CHARITABLE TRUST**

### **TRUSTEES' REPORT FOR THE YEAR ENDED 5 APRIL 2018**

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The Trustees present their annual report together with the financial statements of the Charity for the 6 April 2017 to 5 April 2018.

The Charity also trades under the names The Scanner Appeal, The Keyhole Surgery Appeal and Worcestershire Breast Unit Fund.

#### **OBJECTIVES AND ACTIVITIES**

##### **a. POLICIES AND OBJECTIVES**

The objects of the charity which are set out in the Declaration of Trust, are to relieve infirmity and sickness in and to promote the health of persons who are served by or referred to hospitals in the Worcester Health Districts (as defined in the National Health Service Determination of Districts Order 1981).

##### **b. GRANT MAKING POLICIES**

The criteria of the trust when determining the allocation of grants, is that the grant must be for the purchase of state-of-the-art clinical equipment for the benefit of the people of South Worcestershire. This equipment must be such that the local NHS at that particular point in time would not otherwise have purchased. The Trustees stipulate they require written assurances to the effect that the recipient organisation undertakes to meet the running and replacement costs of the equipment.

#### **ACHIEVEMENTS AND PERFORMANCE**

##### **a. REVIEW OF ACTIVITIES**

This year the charity has continued to distribute surpluses to the Breast Unit Campaign. Other than this the charity has remained committed to protecting reserves for future activities.

#### **FINANCIAL REVIEW**

##### **a. GOING CONCERN**

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

##### **b. RESERVES POLICY**

The charity has no real need for maintaining a significant level of reserves, as there are few operating costs outside of the Breast Unit Campaign. A figure of £5,000 for reserves is considered adequate.

##### **c. FINANCIAL PERFORMANCE**

During the year the trust had incoming resources of £40,428 (2017: £322,063), and has resources expended of £18,471 (2017: £297,410), generating a surplus of £21,957 (2017: £24,653). The charity currently has positive unrestricted funds of £383,834 (2017: £345,437); and positive restricted reserves of £NIL (2017: £16,440).

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **a. CONSTITUTION**

The principal object of the Charity is to provide funding for cutting-edge medical facilities and equipment.

## **WORCESTERSHIRE HOSPITALS CHARITABLE TRUST**

### **TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 5 APRIL 2018**

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#### **b. METHOD OF APPOINTMENT OR ELECTION OF TRUSTEES**

The management of the Charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Trust Deed. The Trust Deed is dated 23 April 1987, and was amended by a deed of variation dated 10 February 1994.

By nature of the charity's primary object the majority of the Trustees are required to be clinicians who can advise on the clinical merits of competing bids from clinicians for financial support. However, the charity also recognises the need for non-clinical Trustees, so that the clinical Trustees can justify and explain their views about the merits of particular bids for financial support to them.

#### **PLANS FOR FUTURE PERIODS**

##### **a. FUTURE DEVELOPMENTS**

The plan for the immediate future is for the charity to disburse the funds available in accordance with the Charity's stated objectives.

This report was approved by the Trustees, on 26 Nov '18 and signed on their behalf by:



**Mr John Black**  
Trustee

**Mr Philip James Morris**  
Trustee

## **WORCESTERSHIRE HOSPITALS CHARITABLE TRUST**

### **INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 5 APRIL 2018**

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#### **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF WORCESTERSHIRE HOSPITALS CHARITABLE TRUST (the 'Charity')**

I report to the charity Trustees on my examination of the accounts of the Charity for the year ended 5 April 2018.

This report is made solely to the Charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for my work or for this report.

#### **RESPONSIBILITIES AND BASIS OF REPORT**

As the Trustees of the Charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 Act').

I report in respect of my examination of the Charity'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 2011 Act.

#### **INDEPENDENT EXAMINER'S STATEMENT**

Your attention is drawn to the fact that the Charity has prepared the accounts 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) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has been withdrawn.


I understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I can confirm that no 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 Charity as required by section 130 of the 2011 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:



Dated: 31st January 2019

Andrew Wood FCCA DChA

Bishop Fleming LLP  
Chartered Accountants  
1 - 3 College Yard  
Worcester  
WR1 2LB



# **WORCESTERSHIRE HOSPITALS CHARITABLE TRUST**

## **STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 5 APRIL 2018**

	Note	Restricted funds 2018 £	Unrestricted funds 2018 £	Total funds 2018 £	Total funds 2017 £
<b>INCOME AND ENDOWMENTS FROM:</b>					
Donations and legacies	3	974	39,178	40,152	321,627
Charitable activities	5	-	-	-	186
Investments	4	-	276	276	250
<b>TOTAL INCOME AND ENDOWMENTS</b>		<b>974</b>	<b>39,454</b>	<b>40,428</b>	<b>322,063</b>
<b>EXPENDITURE ON:</b>					
Charitable activities	6,7	17,414	1,057	18,471	297,410
<b>TOTAL EXPENDITURE</b>		<b>17,414</b>	<b>1,057</b>	<b>18,471</b>	<b>297,410</b>
<b>NET INCOME / (EXPENDITURE) BEFORE OTHER RECOGNISED GAINS AND LOSSES</b>		<b>(16,440)</b>	<b>38,397</b>	<b>21,957</b>	<b>24,653</b>
<b>NET MOVEMENT IN FUNDS</b>		<b>(16,440)</b>	<b>38,397</b>	<b>21,957</b>	<b>24,653</b>
<b>RECONCILIATION OF FUNDS:</b>					
Total funds brought forward		16,440	345,437	361,877	337,224
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>-</b>	<b>383,834</b>	<b>383,834</b>	<b>361,877</b>

The notes on pages 8 to 14 form part of these financial statements.



# **WORCESTERSHIRE HOSPITALS CHARITABLE TRUST**

## **BALANCE SHEET AS AT 5 APRIL 2018**

	Note	£	2018 £	£	2017 £
<b>CURRENT ASSETS</b>					
Cash at bank and in hand			<b>385,882</b>		381,335
<b>CREDITORS:</b> amounts falling due within one year	11	<b>(2,048)</b>		<b>(19,458)</b>	
<b>NET CURRENT ASSETS</b>			<b>383,834</b>		361,877
<b>NET ASSETS</b>			<b>383,834</b>		361,877
<b>CHARITY FUNDS</b>					
Restricted funds	12		-		16,440
Unrestricted funds	12		<b>383,834</b>		345,437
<b>TOTAL FUNDS</b>			<b>383,834</b>		361,877

The financial statements were approved by the Trustees on <sup>26 Nov '18</sup> and signed on their behalf, by:

  
**Mr John Black**  
Trustee

**Mr Philip James Morris**  
Trustee

The notes on pages 8 to 14 form part of these financial statements.

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 5 APRIL 2018**

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**1. ACCOUNTING POLICIES**

**1.1 BASIS OF PREPARATION OF FINANCIAL STATEMENTS**

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and Charities Act 2011.

Worcestershire Hospitals Charitable Trust constitutes a public benefit entity as defined by FRS 102.

**1.2 FUND ACCOUNTING**

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

**1.3 INCOME**

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

For legacies, entitlement is taken as the earlier of the date on which either: the Charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the Charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the Charity, or the Charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 5 APRIL 2018**

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**1. ACCOUNTING POLICIES (continued)**

**1.4 EXPENDITURE**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

The Trustees agree that all the administration and fundraising costs should continue to be borne by the General Fund.

Charitable activities and Governance costs are costs incurred on the Charity's educational operations, including support costs and costs relating to the governance of the Charity apportioned to charitable activities.

All expenditure is inclusive of irrecoverable VAT.

**1.5 GOING CONCERN**

The Trustees assess whether the use of going concern is appropriate, i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The Trustees make this assessment in respect of a period of one year from the date of approval of the financial statements.

**1.6 INTEREST RECEIVABLE**

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

**1.7 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.

**1.8 LIABILITIES AND PROVISIONS**

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised within interest payable and similar charges.

## WORCESTERSHIRE HOSPITALS CHARITABLE TRUST

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 5 APRIL 2018

#### 1. ACCOUNTING POLICIES (continued)

##### 1.9 FINANCIAL INSTRUMENTS

The Charity 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.

#### 2. GENERAL INFORMATION

Worcestershire Hospitals Charitable Trust is a charity registered with the Charity Commission in England. The registered office is The Charles Hastings Education Centre, Worcestershire Royal Hospital, Worcester.

The principal activity of the Charity is that of raising funds to relieve infirmity and sickness in, and to promote the health of persons who are served by, or referred to, hospitals in the Worcester Health District.

The charity's presentational and functional currency is GBP.

#### 3. INCOME FROM DONATIONS AND LEGACIES

	<b>Restricted funds 2018 £</b>	<b>Unrestricted funds 2018 £</b>	<b>Total funds 2018 £</b>	<b>Total funds 2017 £</b>
Donations	974	1,000	1,974	360
Legacies	-	38,178	38,178	321,267
Total donations and legacies	974	39,178	40,152	321,627
Total 2017	360	321,267	321,627	

#### 4. INVESTMENT INCOME

	<b>Restricted funds 2018 £</b>	<b>Unrestricted funds 2018 £</b>	<b>Total funds 2018 £</b>	<b>Total funds 2017 £</b>
Investment income	-	276	276	250
Total 2017	189	61	250	

# **WORCESTERSHIRE HOSPITALS CHARITABLE TRUST**

## **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 5 APRIL 2018**

### **5. INCOME FROM CHARITABLE ACTIVITIES**

	<b>Restricted funds 2018 £</b>	<b>Unrestricted funds 2018 £</b>	<b>Total funds 2018 £</b>	<b>Total funds 2017 £</b>
Non-covenanted gifts	-	-	-	186
	-	-	-	186
Total 2017	186	-	186	

### **6. ANALYSIS OF EXPENDITURE ON CHARITABLE ACTIVITIES**

	<b>Restricted funds 2018 £</b>	<b>Unrestricted funds 2018 £</b>	<b>Total funds 2018 £</b>	<b>Total funds 2017 £</b>
Direct costs	-	-	-	7,451
Grants paid	17,054	-	17,054	285,520
	17,054	-	17,054	292,971
Total 2017	292,971	-	292,971	

### **7. GOVERNANCE COSTS**

	<b>Restricted funds 2018 £</b>	<b>Unrestricted funds 2018 £</b>	<b>Total funds 2018 £</b>	<b>Total funds 2017 £</b>
Auditors' remuneration	-	900	900	4,324
Bank charges	360	157	517	115
	360	1,057	1,417	4,439



# **WORCESTERSHIRE HOSPITALS CHARITABLE TRUST**

## **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 5 APRIL 2018**

### **8. DIRECT COSTS**

	<b>Charitable expenditure £</b>	<b>Total 2018 £</b>	<b>Total 2017 £</b>
Charitable Expenditure	-	-	113
Wages and salaries	-	-	7,338
	<u>-</u>	<u>-</u>	<u>7,451</u>
Total 2017	<u>7,451</u>	<u>7,451</u>	

### **9. NET INCOME/(EXPENDITURE)**

This is stated after charging:

	<b>2018 £</b>	<b>2017 £</b>
Auditors' remuneration - audit	<b>900</b>	2,844
Auditors' remuneration - non audit costs	-	434
	<u>900</u>	<u>3,278</u>

During the year, no Trustees received any remuneration (2017: £NIL).

During the year, no Trustees received any benefits in kind (2017: £NIL).

During the year, no Trustees received any reimbursement of expenses (2017: £NIL).

### **10. STAFF COSTS**

Staff costs were as follows:

	<b>2018 £</b>	<b>2017 £</b>
Wages and salaries	-	7,338
	<u>-</u>	<u>7,338</u>

The average number of persons employed by the Charity during the year was as follows:

	<b>2018 No.</b>	<b>2017 No.</b>
Administrative	-	1

No employee received remuneration amounting to more than £60,000 in either year.

The key management personnel of the charity comprise the Trustees as listed on page 1. No Trustee received any employment benefits during the year for their services to the charity (2017: £NIL).

# **WORCESTERSHIRE HOSPITALS CHARITABLE TRUST**

## **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 5 APRIL 2018**

### **11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2018 £	2017 £
Other creditors	1,434	3,384
Accruals and deferred income	614	16,074
	<u>2,048</u>	<u>19,458</u>

### **12. STATEMENT OF FUNDS**

#### **STATEMENT OF FUNDS - CURRENT YEAR**

	Balance at 6 April 2017 £	Income £	Expenditure £	Balance at 5 April 2018 £
<b>UNRESTRICTED FUNDS</b>				
Unrestricted funds	<u>345,437</u>	<u>39,454</u>	<u>(1,057)</u>	<u>383,834</u>
<b>RESTRICTED FUNDS</b>				
Worcester Breast Unit Campaign	<u>16,440</u>	<u>974</u>	<u>(17,414)</u>	<u>-</u>
Total of funds	<u>361,877</u>	<u>40,428</u>	<u>(18,471)</u>	<u>383,834</u>

#### **STATEMENT OF FUNDS - PRIOR YEAR**

	Balance at 6 April 2016 £	Income £	Expenditure £	Transfers in/out £	Balance at 5 April 2017 £
<b>GENERAL FUNDS</b>					
Unrestricted funds	<u>7,676</u>	<u>321,328</u>	<u>-</u>	<u>16,433</u>	<u>345,437</u>
<b>RESTRICTED FUNDS</b>					
Worcester Breast Unit Campaign	<u>329,548</u>	<u>735</u>	<u>(297,410)</u>	<u>(16,433)</u>	<u>16,440</u>

#### **SUMMARY OF FUNDS - CURRENT YEAR**

	Balance at 6 April 2017 £	Income £	Expenditure £	Balance at 5 April 2018 £
General funds	<u>345,437</u>	<u>39,454</u>	<u>(1,057)</u>	<u>383,834</u>
Restricted funds	<u>16,440</u>	<u>974</u>	<u>(17,414)</u>	<u>-</u>
	<u>361,877</u>	<u>40,428</u>	<u>(18,471)</u>	<u>383,834</u>



# **WORCESTERSHIRE HOSPITALS CHARITABLE TRUST**

## **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 5 APRIL 2018**

### **12. STATEMENT OF FUNDS (continued)**

#### **SUMMARY OF FUNDS - PRIOR YEAR**

	Balance at 6 April 2016 £	Income £	Expenditure £	Transfers in/out £	Balance at 5 April 2017 £
General funds	7,676	321,328	-	16,433	345,437
Restricted funds	329,548	735	(297,410)	(16,433)	16,440
	<u>337,224</u>	<u>322,063</u>	<u>(297,410)</u>	<u>-</u>	<u>361,877</u>

### **13. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

#### **ANALYSIS OF NET ASSETS BETWEEN FUNDS - CURRENT YEAR**

	Restricted funds 2018 £	Unrestricted funds 2018 £	Total funds 2018 £
Current assets	-	385,882	385,882
Creditors due within one year	-	(2,048)	(2,048)
	<u>-</u>	<u>383,834</u>	<u>383,834</u>

#### **ANALYSIS OF NET ASSETS BETWEEN FUNDS - PRIOR YEAR**

	Restricted funds 2017 £	Unrestricted funds 2017 £	Total funds 2017 £
Current assets	35,898	345,437	381,335
Creditors due within one year	(19,458)	-	(19,458)
	<u>16,440</u>	<u>345,437</u>	<u>361,877</u>