

Barchester Healthcare Foundation

Trustees' report and financial statements

Year to 31 December 2018

Registered Company Number 4002177

Registered Charity Number 1083272

Contents

Trustees' report.....	2
Statement of Trustees' responsibilities	6
Independent examiner's report to the members of Barchester Healthcare Foundation.....	7
Statement of financial activities (incorporating an income and expenditure account) for the year to 31 December 2018.....	8
Balance sheet as at 31 December 2018.....	9
Notes forming part of the financial statements for the year to 31 December 2018	10

Trustees' Report

The Trustees present their annual report and the audited financial statements for the year to 31 December 2018.

Reference and Administrative Information

Constitution

Barchester Healthcare Foundation ("the Foundation") is a company limited by guarantee and a registered charity governed by its memorandum and articles of association. Company Number 4002177. Charity Number 1083272.

Directors and Trustees

The directors of the charitable company ("the Charity") are its Trustees for the purpose of charity law and throughout this report are collectively referred to as the Trustees.

Trustees

The Trustees who held office during the year and subsequently were as follows:-

Elected Trustees:

Mr Pete Calveley	
Dr Jackie Morris	(resigned 23 March 2018)
Mr Andrew Cozens CBE	
Mr David Walden CBE	
Miss Ann Mackay MBE	
Mrs Caroline Baker	
Mrs Kate Mansfield-Loynes	
Mr Michael Butler	(resigned 31 December 2018)
Mr Scott Beat	(appointed 1 February 2019)

Registered Office:

3rd Floor, The Aspect, 12 Finsbury Square, London, EC2A 1AS

Independent Examiners:

Saffery Champness LLP, Kintail House, Beechwood Park, Inverness, IV2 3BW

Bankers:

Royal Bank of Scotland Plc, London Corporate Services, 2½ Devonshire Square, London, EC2M 4XJ

Solicitors:

Blythe Liggins, Edmund House, Rugby Road, Leamington Spa, CV32 6EL

Trustees' Report *(continued)*

Objectives and achievements

The Foundation's mission is to make a difference to the lives of older people and other adults with physical or learning disabilities or mental health challenges, giving grants to help reduce isolation and loneliness, promote group activities and generally improve people's independence, mobility and quality of life.

In 2018, special attention was focused on connecting or reconnecting people with others in their local community, thus combatting loneliness and enabling people to be active and engaged. This has enabled grants totalling £141,000 to be approved, details of which are given in note 3. This represents a positive response by either full or part grants to 23% of the 732 applications received.

The Foundation was again supported by the Barchester Healthcare group which matched pound for pound all funds raised by Barchester staff. In addition to this, £10,000 of staff time was provided by the Barchester Healthcare Group which was not recharged and has been included as donated staff time. This income is shown in note 2.

The fundraising by staff once again demonstrated originality and enthusiasm.

Major events included a golf tournament in Inverness and a Barchester team at the British 10k London Run. Textile recycling at the Barchester homes also continued to be very successful. The results of personal challenges by members of staff who completed running, mud running, Ironman, skydive and Dry November challenges also resulted in gifts to the Foundation.

The Trustees are again grateful to the staff and shareholders of Barchester Healthcare for their continued support.

Appointment of Trustees

The Charity is governed by its memorandum and articles of association. At no time do Trustees nominated by the company constitute a majority in terms of the total number of Trustees. Potential Trustees are nominated by one of the existing Trustees, seconded by another, followed by a vote of all Trustees. Such votes have proved to be unanimous.

Dr Jackie Morris resigned on 23 March 2018, and Michael Butler resigned on 31 December 2018.

There was one appointment in the year – Scott Beat was appointed as a new Trustee on 1 February 2019.

Training of Trustees

The Charity does not have a formal policy of training for the Trustees. However, on appointment, Trustees undertake an induction briefing and usually have experience of service with other charities. In addition, information is regularly supplied to the Trustees, regarding their responsibilities and duties together with regular guidance from the Charity Commission. The charity's membership of the Association of Corporate Foundations also provides useful linkage with other charities of a like nature.

Trustees' Report *(continued)*

Organisational Structure

The Foundation Trustees meet quarterly. Decisions on grant applications of up to £1,500 are delegated to the Grants Team. Applications for grants between £1,500 and £5,000 are considered - and may be approved - by two nominated Trustees (one of whom is an independent Trustee). If not agreed, these applications are considered by the Board of Trustees at their quarterly meetings.

Trustee meetings

The Foundation holds quarterly meetings and during the year achieved a 68% attendance level.

Reserves Policy

The Trustees review grants made, but not paid, and proposed grants at each meeting. The figure for grants proposed but not approved is deducted from current reserves to ensure that the remaining amount does not reduce to below £25,000 (being the running costs for four months). If funds were to remain below £25,000, with no prospect of further funds, the Trustees would meet to decide the future of the Charity. At the end of the year these funds totalled £45,000 (2017: £34,000). The Trustees' policy is also that they would not hold reserves in excess of one year's maximum expected donations, which they estimate at £250,000.

Grant making policy

The Foundation can provide grants of up to £5,000 to individuals or small groups/charities in England, Scotland and Wales. Applications are invited where older people and disabled adults have direct needs and can propose practical solutions. Through its grants, the Foundation can provide direct assistance to named individuals and small groups rather than make contributions to running costs of organisations.

Public benefit

The Trustees consider that all aspects of the Charity Commission's Public Benefit requirements are met as the charity will consider applications from all sectors of the community and there is no cost to making an application for support.

Review of Activities and Future Developments

In 2018 the Foundation granted £141,000 (2017: £150,000) towards helping older and disabled people around Britain. 165 grants were awarded ranging from £99 up to £5,000 to support a wide range of projects, which included helping individuals, groups and charities to fund specialist and mobility equipment, education, transport, activities and outings.

The Foundation will continue to make grants to projects where the money can make a real difference to the beneficiaries. The Foundation continues to develop its website and more information on its activities can be found at www.bhcfoundation.org.uk.

Trustees' Report *(continued)*

Risk Policy

The major risks to which the Charity is exposed, as identified by the Trustees, have been reviewed and systems have been established to mitigate those risks. Given the nature of the activities the Trustees have identified limited significant risks that the Charity faces. The major risks would be the loss of support from the Barchester Healthcare group and reputational risk from making inappropriate awards. Both risks are viewed as very unlikely to occur. The Trustees believe that the systems and controls operated by the Charity are sufficient to mitigate identified risks. The Trustees make a formal review of the Foundation's risk policy once a year. The Charity does not have an internal audit function given the limited activities operated.

Investment Policy

The Trustees invest free cash resources in term deposit accounts to maximise interest income while maintaining a low risk policy of investment.

Accounting Policies

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the Charity's governing document, the Charities Act 2011 and 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).

By order of the board



P Calveley (*Chairman*)

3rd Floor, The Aspect
12 Finsbury Square
London
EC2A 1AS

20 September 2019

Statement of Trustees' Responsibilities in respect of the Trustees' annual report and the financial statements

The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the applicable 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 charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable 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 charitable company 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.

Independent examiner's report to the Trustees of Barchester Healthcare Foundation on the accounts for the year ended 31 December 2018

I report to the charity Trustees on my examination of the accounts of the Company for the year ended 31 December 2018.

Respective responsibilities of trustees and examiner

As the charity's Trustees of the Company (who are also the directors of the company for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ("the 2011 Act"). In carrying out my examination, I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Basis of independent examiner's report

My 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 such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 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; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS 102).

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.

Eunice McAdam

**Eunice McAdam
Chartered Accountant**

**Saffery Champness LLP
Kintail House
Beechwood Park**

**Inverness
IV2 3BW**

Date: *25 September 2019*

**Statement of Financial Activities (incorporating the Income and Expenditure Account)
for the year to 31 December 2018**

	<i>Note</i>	Year to 31 December 2018 £'000	Year to 31 December 2017 £'000
Income from:			
Donations, legacies and similar incoming resources	2	221	201
Total incoming resources		<u>221</u>	<u>201</u>
Expenditure on:			
Charitable activities	3	(210)	(226)
Total resources expended		<u>(210)</u>	<u>(226)</u>
Net movement in unrestricted funds/net expenditure for year		11	(25)
Unrestricted fund balances b/fwd as at 1 Jan		34	59
Unrestricted fund balances c/fwd as at 31 Dec		<u>45</u>	<u>34</u>

All of the above results are derived from continuing activities. All gains and losses recognised in the year are included above. The surplus for the year for Companies Act purposes, comprising the net expenditure for the year, was £11,000 (2017: loss of £25,000).

Balance Sheet as at 31 December 2018

	<i>Note</i>	2018 £'000	2017 £'000
Current Assets			
Debtors and accrued income	7	1	-
Cash at bank and in hand		89	102
		90	102
Creditors: amounts falling due within one year	8	(45)	(68)
Net assets		45	34
Funds:			
Unrestricted funds	9	45	34

For the financial year ended 31 December 2018 the Company was entitled to exemption from audit under Section 477 of Companies Act 2006 relating to small companies.

The Trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of the financial statements.

The members have not required the Company to obtain an audit of its financial statements for the year in question in accordance with Section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements on pages 8 to 14 were approved by the Trustees on 20 September 2019 and signed on their behalf by:



P Calveley (*Chairman*)

Registered Company Number 4002177
Registered Charity Number 1083272

Notes forming part of the financial statements for the year to 31 December 2018

1 Accounting Policies

Company Information

The Barchester Healthcare Foundation is a private company limited by guarantee, incorporated in England. The registered office is 3rd Floor, The Aspect, 12 Finsbury Square, London, EC2A 1AS.

a) Basis of Preparation

The financial statements have been prepared under the historical cost convention and 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 United Kingdom and Republic of Ireland (FRS 102) effective 1 January 2015, the Companies Act 2006 and accounting standards.

The Trustees consider that the charity has the ability to continue its operations for the foreseeable future and so these financial statements have been prepared on the going concern basis.

The charity has availed itself of Paragraph 3 (3) of Schedule 4 of the Companies Act and adapted the Companies Act formats to reflect the special nature of the charity's activities.

The charity is exempt from the requirement to prepare a cash flow statement on the grounds that it falls within the Companies Act definition of a small company.

The charity constitutes a public benefit entity as defined by FRS 102.

b) Taxation

Barchester Healthcare Foundation is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

c) Company Status

The charity is a company limited by guarantee. The members of the company are the Trustees named on page 2. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

d) Incoming Resources

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. This includes legacies which are recognised when received.

The charity recognises income relating to commitments to make annual donations in the period to which they relate, provided that the Trustees are certain that the donations will be received.

Notes forming part of the financial statements for the year to 31 December 2018
(continued)

1 Accounting Policies (continued)

e) Resources Expended

Grants are recognised as payable when approval has been given by the Trustees. All other expenditure is accounted for on an accruals basis.

f) Investments

The donations are invested in a bank deposit account immediately upon receipt.

g) Finance and Operating Leases

No leases were entered into during the year or prior year.

h) Fund Accounting

All the Charity's funds are unrestricted i.e. they are expendable at the discretion of the Trustees.

i) Irrecoverable VAT

All resources expended are classified under activity headings that aggregate all costs relating to the category. Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

2 Donations, legacies and similar incoming resources

	Year to 31 December 2018 £'000	Year to 31 December 2017 £'000
Corporate donors	160	160
Private donors	59	40
Gift Aid	1	1
Grant refunds	1	-
	<u>221</u>	<u>201</u>

Included within amounts receivable from corporate donors above is £10,000 (2017: £10,000) in respect of donated staff time and facilities.

Notes forming part of the financial statements for the year to 31 December 2018
(continued)

3 Expenditure on charitable activities

	Year to 31 December 2018 £'000	Year to 31 December 2017 £'000
Grants payable	141	150
Support costs	67	71
Governance costs (see note 4)	2	5
	<u>210</u>	<u>226</u>

Included within support costs above is £10,000 (2017: £10,000) in respect of donated staff time and facilities.

The charity has one activity being grant making in line with the charity's objectives. As such all support and governance costs are allocated to this activity.

a) Grants payable to individuals

70 grants totalling £57,000 (2017: 89 grants totalling £82,000) were payable to individuals in the year. The grants were for a wide range of purposes: electric wheelchairs, power packs and standing wheelchairs; riser/recliner chairs; stair lifts; tricycles, fold-up and electric bikes; mobility scooters; computers and other IT equipment and software; communication aids; exercise; activities; special events; holidays and respite breaks; educational grants; musical equipment; and shower adaptations for disabled people.

b) Grants under £1,000 payable to charities and groups

There were 51 grants of under £1,000 payable to charities and groups, for a total of £29,000 (2017: 26 grants totalling £14,000). These include grants for materials, specialist equipment and tools; music, art, DIY and befriending projects; craft, dance and exercise classes; courses and workshops; social activities and special events; entertainment; transport and outings.

c) Grants over £1,000 payable to charities and groups

There were 44 grants of £1,000 and over to charities and groups, which totalled £55,000 (2017: 43 grants totalling £54,000). Details are shown in full on page 15.

4 Governance costs

	Year to 31 December 2018 £'000	Year to 31 December 2017 £'000
Independent examination/audit fee	2	5
	<u>2</u>	<u>5</u>

Notes forming part of the financial statements for the year to 31 December 2018
(continued)

5 Trustees' remuneration

The Trustees neither received nor waived any emoluments during the year. £51 (2017: £210) was reimbursed for travel expenses for one Trustee. No restricted donations were received from Trustees.

6 Staff costs

The charity had no employees during the current or prior year. As the charity has no employees and the Trustees are unpaid the charity does not have a remuneration policy.

During the current year, Barchester Healthcare Homes Limited (part of the Barchester group) recharged the charity for the time of two part-time members of staff. This recharge amounted to £54,000; including £4,300 employer's national insurance and £1,900 pension costs (2017: £56,000; including £4,600 employer's national insurance and £2,000 pension costs). In addition to this, £10,000 of staff time was provided by Barchester Healthcare Homes Limited which was not recharged and has been included as donated staff time as disclosed in note 2.

7 Debtors: amounts falling due within one year

	2018 £'000	2017 £'000
Prepayments and accrued income	<u>1</u>	<u>-</u>
	<u>1</u>	<u>-</u>

8 Creditors: amounts falling due within one year

	2018 £'000	2017 £'000
Accruals and deferred income	31	37
Grants payable	<u>14</u>	<u>31</u>
	<u>45</u>	<u>68</u>

Grants payable	2018 £'000	2017 £'000
Brought forward	31	29
Grants approved in year	141	150
Grants paid in year	<u>(158)</u>	<u>(148)</u>
Carried forward	<u>14</u>	<u>31</u>

Notes forming part of the financial statements for the year to 31 December 2018
(continued)

9 Analysis of net assets between funds

	Unrestricted Funds £'000	Total £'000
Opening balance at 1 Jan 2018	34	34
Net incoming resources	11	11
Closing balance at 31 Dec 2018	<u>45</u>	<u>45</u>
Represented by:		
Net current assets	<u>45</u>	<u>45</u>

10 Financial commitments

At 31 December 2018 the charity had no annual commitments (2017: *£nil*).

11 Related Parties

There were no transactions with related parties during the period.

Grants payable in furtherance of the Charity's objectives

Grants over £1,000 payable to institutions and groups

APPLICANT NAME	GRANT £	PURPOSE OF GRANT
Skerton Community Association	£1,000	Towards transport for older people to a community club
Coupar Angus Seniors' Outings	£1,100	Transport costs for outings for a group of over 60s
Brendoncare Clubs	£1,000	Towards securing the future of this club, providing activity and exercise for older people
Bright Future Organisation	£1,000	Towards supporting people to enhance their daily living skills with emotional support and counselling
Three Leaves	£1,000	Towards a range of activities for this group including mindfulness, yoga and tai chi
The Parochial Church Council of The Ecclesiastical Parish of St John, Birkby	£2,000	Community project providing physical activity groups for older people
Salford Heart Care	£1,000	Towards support for the Little Hulton Healthy Heart Club project supporting older people
The Nurture Project	£1,000	Nurture project in Norfolk for adults with mental health difficulties, to provide horticultural experiences
Arthog, Fairbourne and Friog Senior Citizens Association	£1,000	Towards equipping the kitchen to a commercial standard for this group providing activities and events for the over 65s
New Life Horse Care Sanctuary	£2,100	To help learners with learning difficulties to provide care for rescue horses
Bedford Guild House	£1,000	Towards activities programme for this group aimed at improving the lives of its older members
Sensory Trust	£1,752	Towards a new photographic project to bring the participants of this charity's activity clubs together
British Disabled Angling Association	£1,500	Towards the purchase of fishing equipment for this charity offering fishing opportunities for the disabled
Catholic Fellowship - St Bernadette Club	£1,000	Towards providing activities for people with physical, sensory and learning difficulties
East West Community Centre Ltd.	£1,000	Towards the provision of meaningful activities for dementia sufferers to support service users and their families
Lichfield Garrick Theatre	£1,560	Towards support for the new 'Day Choir' launched in February for this group aimed at combating loneliness and isolation
The Misfits Theatre Company UK	£2,000	Towards the provision of creative workshops for people with learning disabilities
Special Olympics Gateshead, Tyne & Wear	£1,000	Towards the cost of sending three of this group's athletes to represent Great Britain in the Special Olympics World Championships

Highland Disabled Ramblers	£1,500	Transportation of scooters to the start of rambles for this rambling club for disabled people
Golden Friendships	£1,000	Sporting equipment for this group offering socialisation for children and young adults
The Memory Tree CIC	£1,000	Towards activity resources for this group for the over 65s aimed at transforming the nature of dementia care
The Sandcastle Trust	£1,000	For the cost of ten special day-trips for this group offering support to families living with a diagnosis of a rare genetic condition
Waveney Stardust Ltd	£1,000	Towards the subsidy of cruiser fees for this group providing boat outings for older people
York Race Running Club	£2,704	For the purchase of a Race Running adult bike for new Race Running club in York
InterACT Church and Community Partnership	£1,000	Towards funding a theatre show for this charity aimed at bringing people in the community together
Luton Shopmobility	£1,000	Towards the purchase of one mobility scooter for shopmobility charity aimed at improving the freedom of their service users
Kingstanding Regeneration Trust	£1,000	Towards helping the continuation of weekly activity sessions for this charity aiming to improve contact for older members of the community
The Drop In Bereavement Centre	£1,000	For the cost of providing social activities for the service users of this group aiming to reduce isolation for the elderly
The Libertie Project Limited	£1,542	Towards transport and materials for this group aiming to improve social isolation for disabled adults
Haworth Riding for the Disabled Group	£1,000	Towards funding of their luncheon club aiming to address social isolation in disabled adults
St Mark's Church, Reigate	£2,000	Towards the cost of a replacement kitchen for this church wanting to hold community lunches
Springburn Alive & Kicking	£1,000	Towards the cost of an 'end of summer' day trip for this charity aiming to reduce loneliness and isolation in the elderly and physically disabled
Garage Art Group	£1,100	Funding of materials and refreshments for art and wellbeing sessions for people with mental health issues or disabilities
The Monday Contact Club	£1,000	Towards the cost of a boat trip along the Thames in Oxford for this older people's group
Northamptonshire Country Centre	£1,225	Towards the extension of the cooking and baking programme for this charity's service users with learning difficulties
African Physical Training Organisation	£1,000	Towards activities to assist this group in combatting loneliness in people over 65
Stocksbridge Community Care Group	£1,000	Towards providing volunteer visitors for isolated and lonely people
The Green Canaries Wheelchair Basketball Club	£1,000	One sports wheelchair for this wheelchair basketball club

Hand of Solace	£1,496	Towards supporting the elderly support service for this charity
Brighter Opportunities through Supported Play	£1,000	Towards activity costs for this charity for young people with complex disabilities
High Mead Farm CIC	£1,000	Towards the purchase of gardening equipment for this group offering therapeutic farming to adults with physical and mental disabilities
RGC Wheelchair Rugby	£2,000	Towards the cost of new kit for this disabled rugby team
The Braveheart Association	£1,000	Towards the running of this project aimed at providing health walks for the elderly
Community Action Norwich	£1,000	Twelve tables for this community day centre and luncheon club aimed at reducing isolation in the elderly