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ST GILES HOSPICE  
WHITTINGTON  
(LIMITED BY GUARANTEE)  
A REGISTERED CHARITY, NO. 509014)  
FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31ST MARCH 1992



#### CHAIRMAN'S COMMENT

After years of cheerful hard work and wise counsel for the Hospice on the Appeal Committee and the Council of Management, and latterly as Chairman, we shall miss John Jones, who left us in March to live in North Devon. I have stepped into his shoes to complete the remainder of his term as Chairman. John Dain, our Vice Chairman will resign in September at the Annual General Meeting for reasons of health and the demands of his business, but will remain on the Council of Management and will continue to undertake various projects. We are grateful to him and to our Treasurer, Chris Windsor, from Dain and Company for the skill they and their company devote to the Hospice. A new Vice Chairman will be appointed in September with a view to becoming Chairman in September 1993.

The Council of Management continues to contribute to our success providing far-sighted guidance and leadership in our affairs. The time and concern of every member of Council is much appreciated.

Paul Brothwell, as a result of whose ideas and initiative St. Giles Hospice exists today, has left Whittington and is now Chaplain to a hospital in Kidderminster. Much of the character of our caring at St. Giles stems from Paul and will always be with us. The Reverend John Martin, who is to be the new Vicar of Whittington, is due to commence his work in the Parish in July and has undertaken to help us with a chaplaincy service aiming to form a Chaplaincy Team with help from other churches and priests who have helped us in the past and during the interregnum.

We have completed the major extension of the Hospice with the exception of some of our landscaping which is proceeding with the assistance of volunteers and donations of plants. We have completed a refurbishment of the Day Care Centre. Patients have expressed their pleasure with the new lighting and comfort of the Centre and both patients and staff appreciate the enhanced facilities of the Hospice as a whole adding as it does to our capacity to care.

Mrs. Annette Newton, our Bursar, has retired with our good wishes for her happiness after nine years of loyal service. Her staff have filled the gap she left and are reporting directly to our Medical Director, Mr. John Taylor. Our Voluntary Services Organiser, Mrs. Glenda Leach, has been appointed to the Management Team. We are fortunate at St. Giles in the dedication and cheerful work of our Management Team and all staff who uphold our high standards of tender, loving care for an ever-increasing number of patients at home and in the Hospice. We are active in education and training which we believe is the best route to coping with the huge present and forecast future needs. Training has included volunteers to assist in the provision of bereavement care which is another expanding area of our work.

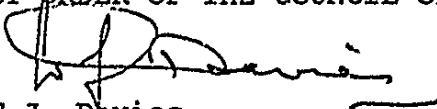
I am glad to say we have the essential support of the Government through the Regional and District Health Authorities. Our work would not be possible, of course, without this and the continued

support of the Appeal Committee, our volunteers, the success of the Hospice Shops and all other aspects of our fund-raising and control of costs. We are grateful to all those who continue to provide time, money, gifts in kind and their prayers for this vital charity.

AUDITORS

Burman and Co. have indicated their willingness to be auditors in accordance with Section 384(1) Companies Act 1985.

BY ORDER OF THE COUNCIL OF MANAGEMENT



W.J. Davies  
Chairman, Council of Management

24.8.92

ST GILES HOSPICE

WHITTINGTON

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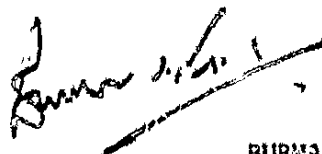
ST GILES HOSPICE

REPORT OF THE AUDITORS

TO THE COUNCIL MANAGEMENT

We have audited the financial statements on pages 2 to 12 in accordance with auditing standards.

In our opinion the financial statements give a true and fair view of the state of affairs of the association and the group at 31st March 1992 and of the deficit and cashflow statement of the group for the year then ended and have been properly prepared in accordance with the Companies Act 1985.



BURMAN AND CO  
REGISTERED AUDITOR

CHARTERED ACCOUNTANTS  
BIRMINGHAM

22nd July 1992

ST GILES HOSPICE

CONSOLIDATED INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31ST MARCH 1992

	<u>Notes</u>	<u>1992</u>	<u>1991</u>
		£	£
Legacies		104,804	156,770
Donations		363,801	328,842
Covenants		21,655	24,328
Hospice Shops Profit on Trading	5 & 7	188,138	145,137
Appeal Sales		21,106	30,778
Fundraising		44,566	45,673
Internal Income		23,107	16,768
Training Unit		11,845	14,722
Bursaries		7,899	2,944
Give as you Earn		14,387	14,595
Contributions and Fees from			
District Health Authorities: (Other)		4,885	
South East Staffordshire		241,000	187,811
Mid Staffordshire		133,100	106,910
Walsall		84,955	65,853
North Warwickshire		26,073	20,758
North Birmingham		-	47,063
Contributions by National Society			
for Cancer Relief		21,447	44,156
Interest Receivable		<u>60,212</u>	<u>81,954</u>
		1,373,030	1,335,062
OPERATING COSTS	2	<u>(1,385,734)</u>	<u>(1,130,412)</u>
OPERATING (DEFICIT) / SURPLUS		(12,653)	204,650
Transfer to General Reserve Fund		-	(150,000)
TRANSFER (FROM) / TO ACCUMULATED FUND	12	<u>£ (12,653)</u>	<u>£ 54,650</u>

ST GILES HOSPICE

CONSOLIDATED BALANCE SHEET

AS AT 31ST MARCH 1992

	Notes	1992 GROUP £	1992 COMPANY £	1991 GROUP £	1991 COMPANY £
FIXED ASSETS					
Tangible Assets	6	2,031,415	2,031,415	1,745,162	1,745,162
Investment	7	-	2	-	2
		<u>2,031,415</u>	<u>2,031,417</u>	<u>1,745,162</u>	<u>1,745,164</u>
FUND DEPOSITS					
The Farmers and Butchers Endowment Fund		64,725	64,725	48,944	48,944
		<u>64,725</u>	<u>64,725</u>	<u>48,944</u>	<u>48,944</u>
CURRENT ASSETS					
Stock for resale		7,854	6,420	6,691	4,089
Debtors	8	103,867	178,514	111,647	166,164
Building Society Deposit		117,992	117,992	101,921	101,921
Cash at Bank and in Hand		<u>387,829</u>	<u>308,891</u>	<u>552,330</u>	<u>495,385</u>
		617,552	611,817	772,589	767,559
CREDITORS (Amounts falling within one year)	9	<u>(410,044)</u>	<u>(404,311)</u>	<u>(276,529)</u>	<u>(270,512)</u>
NET CURRENT ASSETS		207,508	207,506	496,060	497,047
CREDITORS (Amounts falling due in over one year)					
Loans		<u>300,000</u>	<u>300,000</u>	<u>475,000</u>	<u>425,000</u>
TOTAL NET ASSETS		<u>£2,003,648</u>	<u>£2,003,648</u>	<u>£1,865,166</u>	<u>£1,866,155</u>
FINANCED BY:-					
The Farmers and Butchers Endowment Fund	10	59,952	59,952	44,834	44,834
1988 Capital Appeal Fund	11	901,496	901,496	765,479	765,479
Accumulated Fund	12	<u>1,042,200</u>	<u>1,042,200</u>	<u>1,054,853</u>	<u>1,055,842</u>
		<u>£2,003,648</u>	<u>£2,003,648</u>	<u>£1,865,166</u>	<u>£1,866,155</u>

Approved by the Council of Management  
on 22nd July 1992, Signed on its behalf  
by:-

*W J Davies* CHAIRMAN  
W J DAVIES

*C J Windsor* TREASURER  
C J WINDSOR

ST GILES HOSPICE

CONSOLIDATED CASHFLOW STATEMENT

FOR THE YEAR ENDED 31ST MARCH 1992

	<u>Note</u>	<u>1992</u>	<u>1991</u>
		£	£
NET CASH INFLOW FROM OPERATING ACTIVITIES	(i)	77,963	508,249
INVESTING ACTIVITIES:-			
Payments to Acquire Tangible Fixed Assets		(363,787)	(303,210)
Receipts from Sales of Tangible Fixed Assets		2,040	-
Net Cash Outflow from Investing Activities		(361,747)	(703,210)
Net Cash Outflow before Financing		(283,784)	(194,961)
FINANCING:			
Increase in Farmers and Butchers Endowment Fund		15,118	778
Increase in Capital Appeal Fund		136,017	323,143
Net Cash Inflow from Financing		151,135	323,921
(Decrease)/Increase in Cash and Cash Equivalents	(iii)	(132,649)	128,960



ST GILES HOSPICE

NOTES TO CASHFLOW STATEMENT

FOR THE YEAR ENDED 31ST MARCH 1992

	<u>1992</u> £	<u>1991</u> £
(i).. RECONCILIATION OF OPERATING PROFIT TO NET CASH INFLOW FROM OPERATING ACTIVITIES		
Operating (Deficit/Surplus)	(12,653)	54,650
Prior Year Adjustment	-	(16,674)
Depreciation Charges	77,534	33,462
Loss on Sale of Tangible Fixed Assets	(2,040)	-
(Decrease)/Increase in Stocks	(1,173)	(3,878)
(Decrease)/Increase in Debtors	7,780	(11,193)
Increase in Creditors	8,515	451,882
	<u>77,963</u>	<u>508,249</u>

(ii). ANALYSIS OF CHANGES IN CASH AND CASH EQUIVALENTS  
DURING THE YEAR

	<u>1992</u> £	<u>1991</u> £
Balance as at 1st April 1991	703,195	574,235
Net Cash (Outflow)/Inflow	(132,649)	128,960
Balance as at 31st March 1992	<u>570,546</u>	<u>703,195</u>

(iii). ANALYSIS OF THE BALANCES OF CASH AND CASH  
EQUIVALENTS AS SHOWN IN THE BALANCE SHEET

	<u>1992</u> £	<u>1991</u> £	<u>Change</u> <u>In Year</u> £	<u>1991</u> £
Cash at Bank and in Hand	387,829	352,330	(35,501)	352,908
Building Society Deposits	117,992	101,921	16,071	(28,511)
1988 Capital Appeal	-	-	-	(170,325)
Farmers and Butchers Account	64,725	48,944	15,781	4,888
	<u>570,546</u>	<u>703,195</u>	<u>(132,649)</u>	<u>128,960</u>

(iv). ANALYSIS OF CHANGES IN FINANCING DURING THE YEAR

	<u>1992</u>		<u>1991</u>	
	<u>Farmers &amp; Butchers</u>	<u>Capital Appeal</u>	<u>Farmers &amp; Butchers</u>	<u>Capital Appeal</u>
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
Balance at 1st April 1991	44,834	765,479	44,056	442,336
Net Cash Inflow	15,116	136,017	778	323,143
	<u>59,952</u>	<u>901,496</u>	<u>44,834</u>	<u>765,479</u>

ST GILES HOSPICE

NOTES TO FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 1992

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1. ACCOUNTING POLICIES

a. Basis of Accounting

The Financial Statements have been prepared on the historical cost basis of accounting. The group accounts consolidate the accounts of St Giles Hospice and its subsidiary, St Giles Hospice Shops Limited, whose accounts are also made up to 31st March.

b. Depreciation

Depreciation is calculated to write-off the tangible fixed assets by equal annual instalments over their estimated useful lives. The principal rates in use are:-

Freehold Buildings	2% of cost
Temporary Buildings	33 1/3% of cost
Short Leasehold Properties	Over life of lease
Fixtures, Fittings and Equipment	20% of cost

c. Donations

Donations are credited to income and expenditure accounts in the year in which they are received.

d. Covenants

Income receivable under Covenant, together with the associated income tax recovery, is credited to income and expenditure account over the term of the Covenant in equal annual instalments.

e. Capital Grants and Legacies

Capital grants and legacies received are credited to the income and expenditure account in the year in which they are received.

f. Contributions and Fees from District Health Authorities

Contributions and Fees from District Health Authorities are credited to Income and Expenditure Account, to the extent that the amount payable has been confirmed, in the period to which they relate.

No amount has been brought in from North Birmingham Health Authority due to uncertainty whether they are prepared to contribute for the year in question.

g. Stock

Stock is stated at the lower of cost and estimated net realisable value.

# ST GILES HOSPICE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31ST MARCH 1992

### 2. OPERATING COSTS

Staffing Costs (Excluding Appeals and Training Unit) %	1992 £	%	1991 £
Wages and Salaries	892,554		752,029
Social Security Costs	66,229		48,859
Other Pension Costs	15,174		13,254
	<u>973,927</u>		<u>814,142</u>
Agency Nurses	4,418		2,771
Recruitment Advertising	1,328		2,346
Uniforms	3,925		2,320
Books and Training	<u>15,216</u>		<u>7,000</u>
	72.08	998,814	73.30
		<u>£828,579</u>	
Establishment Costs			
Electricity	9,508		7,990
Gas	16,464		13,126
Rates and Water	2,190		2,818
Maintenance of Equipment and Buildings	17,569		9,563
Depreciation of Equipment and Buildings	71,800		31,108
Profit on Sale of Assets	<u>(2,040)</u>		<u>-</u>
	8.33	115,491	9.77
		<u>£ 64,605</u>	
Domestic Costs			
Provisions	32,443		33,104
Bedding and Linen	1,418		2,491
Laundry	3,673		3,803
Cleaning Materials and Refuse Disposal	3,023		2,842
Hardware and Crockery	<u>1,331</u>		<u>1,472</u>
	3.03	42,288	3.87
		<u>£ 43,712</u>	
Carried Forward	83.46	1,156,593	82.89
		<u>936,895</u>	

ST GILES HOSPICENOTES TO THE FINANCIAL STATEMENTS (CONTINUED)FOR THE YEAR ENDED 31ST MARCH 1992

## 2. OPERATING COSTS (Continued)

	%	<u>1992</u> £	%	<u>1991</u> £
Brought Forward	83.46	1,156,593	82.89	936,896
Medical and Surgical Requisites				
Drugs and Dressings		9,953		7,947
Medical and Surgical Equipment		15,887		14,568
Patient Clothing and Requisites		4,083		4,507
Occupational Therapy Materials		924		669
Bereavement Care and Chapel		13,391		8,405
Patients Transport		23,496		19,432
	4.89	67,734	4.91	£ 55,528
Administration Costs				
Payroll Administration Charge		417		1,300
Telephone		12,835		8,364
Printing, Stationery, Postages and Photocopying		9,866		6,892
Travelling Expenses		16,859		14,808
Insurance		5,815		3,580
Auditors Remuneration		4,175		2,203
Miscellaneous		3,789		3,486
Shop Purchases		9,669		5,055
	4.58	63,416	4.04	£ 45,688
Appeal Costs				
Salaries and Professional Fund				
Balcer		40,663		33,652
Equipment		910		2,887
Printing and Stationery		6,284		3,490
Promotion Costs		8,137		9,834
Travelling Expenses		2,658		2,047
Telephones		828		598
	4.29	59,485	4.60	£ 51,968
Carried Forward	97.22	1,347,228	96.44	1,090,080

# ST GILES HOSPICE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31ST MARCH 1992

### 2. OPERATING COSTS (Continued)

	%	<u>1992</u> £	%	<u>1991</u> £
Brought Forward	97.22	1,347,228	96.44	1,090,080
Training Unit Costs				
Salaries		23,525		23,102
Accommodation		7,370		13,531
Gas and Electricity		2,499		1,103
Cleaning Materials		64		120
Rates		316		100
Maintenance		278		136
Printing and Stationery		2,379		582
Telephone		200		120
Travelling Expenses		1,128		218
Course Fees		746		1,320
	2.78	38,505	3.56	40,332
TOTAL OPERATING COSTS	100.00	1,385,733	100.00	£1,130,412

### 3. EMPLOYEES AND VOLUNTEERS

	<u>1992</u> Wholetime Average Equivalent Number	<u>1991</u> Wholetime Average Equivalent Number
1) Employees		
The average number of persons employed during the year (including part-time but excluding volunteers)		
Hospice		
Medical, Nursing and Ancillary	56.8	51.3
Administrative	7.8	7.4
Appeal	2.8	3.1
	67.4	61.5
Hospice Shops	5.90	6.25

# ST GILES HOSPICE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31ST MARCH 1992

### 3. EMPLOYEES AND VOLUNTEERS (Continued)

#### 2) Volunteers

During the year the Hospice has benefited substantially from the regular services of over 375 (1991 - 350) volunteers. Additionally, volunteers working in the Hospice Shops and its associated warehouse number approximately 150 (1991 - 165).

3) No member of the Council of Management, or Director of St Giles Hospice Shops Limited, received any emoluments during the year (1991 - £NIL).

#### 4) STAFF COSTS IN TOTAL

	<u>1992</u>	<u>1991</u>
	£	£
Salaries	945,413	797,010
Social Security Costs	69,491	51,373
Pension Contributions	16,766	14,638
	<u>£1,031,670</u>	<u>£863,021</u>

#### 5) HOSPICE SHOPS

	<u>1992</u>	<u>1991</u>
	£	£
Profit on Trading is stated after charging:		
Salaries	64,517	39,207
Social Security Costs	4,260	2,601
Depreciation and Amortisation	5,735	2,355
Auditors' Remuneration	650	625

### 6. TANGIBLE ASSETS

	<u>Freehold Land &amp; Building</u>	<u>Freehold Temporary Buildings</u>	<u>Short Leasehold Property</u>	<u>Leases, Fixtures &amp; Equipment</u>	<u>Total</u>
	£	£	£	£	£
Cost at 1st April 1991	1,810,790	33,142	23,250	215,984	2,083,166
Additions	283,122	-	-	83,565	366,787
Sales	-	(33,142)	-	-	(33,142)
	<u>2,093,912</u>	<u>-</u>	<u>23,250</u>	<u>299,549</u>	<u>2,416,711</u>
Depreciation Accumulated at 1st April 1991	120,243	33,142	5,018	177,601	336,004
Charge for the Year	41,910	-	5,211	30,413	77,534
Adjustment on Disposal	-	(33,142)	-	-	(33,142)
	<u>162,153</u>	<u>-</u>	<u>10,229</u>	<u>208,014</u>	<u>380,396</u>
NET BOOK VALUE					
At 31st March 1992	£1,931,759	-	£13,021	£ 89,635	£2,034,415
At 31st March 1991	£1,690,547	-	£18,232	£ 36,382	£1,745,161

# ST GILES HOSPICE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31ST MARCH 1992

### 6. TANGIBLE ASSETS (Continued)

Capital Commitments	Group and Company 1992 £	Group and Company 1991 £
Contracted not provided	NIL	276,156

### 7. INVESTMENT

	1992	1991
Shares in Group Company at Cost	£2	£2
	-	-

The Company owns the whole of the issued share capital, in the form of ordinary shares, in St Giles Hospice Shops Limited, a company incorporated in England which acts as an agent for St Giles Hospice for the sale or other disposal of donated goods. The profit on this trade amounted to £168,291 (1991 - £123,569). The remaining profit on other activities of £19,847 (1991 - £21,567) is payable under Deed of Covenant to St Giles Hospice.

### 8. DEBTORS

	GROUP £	1992 COMPANY £	GROUP £	1991 COMPANY £
Amount owed by St Giles Hospice Shops Limited	-	74,907	-	55,186
Other Debtors	32,155	31,895	37,805	23,736
Prepayments and Accrued Income	71,712	71,712	87,242	87,242
	£103,867	£178,514	£111,647	£166,164

### 9. CREDITORS (Amounts falling due within one year)

	GROUP £	1992 COMPANY £	GROUP £	1991 COMPANY £
Trade Creditors	37,377	37,250	50,390	50,390
Taxation and Social Security	29,391	24,429	24,561	10,169
Superannuation Contributions	15,250	15,250	69,463	69,463
Accruals and Deferred Income	103,026	103,026	32,115	31,490
Loans	225,000	225,000	100,000	100,000
	£410,044	£405,000	£277,429	£261,512

ST GILES HOSPICE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31ST MARCH 1992

10. THE FARMERS AND BUTCHERS ENDOWMENT FUND

In accordance with the wishes of the Farmers and Butchers, monies donated by them have been credited to an Endowment Fund. Income from the fund is included in interest receivable. Amounts on deposit in the fund name at the end of the year differed from the fund balance as transfers had not been done to other bank accounts at that time.

11. 1988 CAPITAL APPEAL FUND

	<u>1992</u> £	<u>1991</u> £
Balance at 1st April 1990	765,479	442,336
Donations Received	136,017	173,143
Transfer from Income and Expenditure Account	—	150,000
Balance at 31st March 1991	£901,496	£765,479

12. ACCUMULATED FUND

	<u>1992</u>		<u>1991</u>	
	<u>GROUP</u> £	<u>COMPANY</u> £	<u>GROUP</u> £	<u>COMPANY</u> £
Balance at 1st April 1991	1,054,853	1,055,842	1,016,878	1,017,867
Prior Year Adjustment	—	—	(16,675)	(16,675)
Income and Expenditure	<u>(12,653)</u>	<u>(13,642)</u>	<u>54,650</u>	<u>54,650</u>
Balance at 31st March 1992	<u>£1,042,200</u>	<u>£1,042,200</u>	<u>£1,054,853</u>	<u>£1,055,842</u>

The prior year adjustment was in respect of loan covenants which had been incorrectly credited in prior years.

13. PENSIONS

Staff previously employed by the National Health Service are, by concession and subject to certain conditions, eligible for membership of the National Health Service Superannuation Scheme.

14. STATUS

The Company is limited by guarantee and has no share capital. The liability of each Member under his or her guarantee does not exceed £1. The guarantee remains in force for one year after cessation of his or her membership of the Company.