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AUDITED
ACCOUNTS

1430090

ST. GILES HOSPICE

COMPANIES HOUSE
- 4 SEP 1992
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FINANCIAL
STATEMENTS

YEAR ENDED
31ST. MARCH, 1989.

AUDITORS' REPORT TO THE COUNCIL
OF MANAGEMENT OF ST. GILES ECSPICE.

We have audited the financial statements on pages 1 to 9 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, 1989 and of the deficit and source and application of funds of the group for the year then ended and have been properly prepared in accordance with the Companies Act 1985.

DeLoitte Haskins & Sells
DELOITTE HASKINS & SELLS.

Chartered Accountants
Birmingham.

12th September, 1989.

ST. GILES HOSPICE

CONSOLIDATED INCOME AND EXPENDITURE ACCOUNT
YEAR ENDED 31ST. MARCH, 1989.

	<u>Notes</u>	<u>1989</u> £	<u>1988</u> £
Donations		300,078	304,617
Covenants		16,964	26,496
Hospice Shops - Profit on Trading	4&7	99,322	39,243
Appeal Costs	5	(16,639)	(22,225)
		<hr/>	<hr/>
		399,725	348,130
Contributions and Fees from District Health Authorities.			
West-East Staffordshire		131,664	125,394
Mid-Staffordshire		83,750	70,000
Walsall		41,989	32,992
North Warwickshire		17,000	30,415
Help the Hospices		38,000	-
Contributions by National Society for Cancer Relief		41,867	26,161
Interest Receivable		29,506	30,086
		<hr/>	<hr/>
		783,501	663,178
Operating Costs	2	(833,893)	(764,447)
		<hr/>	<hr/>
Operating Deficit		(50,392)	(101,269)
Contributions from District Health Authorities relating to earlier years:			
North Birmingham - 1986/87		-	16,500
North Birmingham - 1987/88		18,500	-
		<hr/>	<hr/>
Amount transferred from Accumulated Fund	13	(31,892)	(84,769)
		<hr/>	<hr/>

ST. GILES HOSPICE

CONSOLIDATED BALANCE SHEET - 31ST. MARCH, 1989.

	Notes	Group £	1989 Company £	Group £	1988 Company £
FIXED ASSETS					
Tangible Assets	6	830,573	830,573	857,609	857,609
Investment	7	-	2	-	2
		<u>830,573</u>	<u>830,575</u>	<u>857,609</u>	<u>857,611</u>
The Farmers & Butchers Endowment Fund					
Cash at Bank		38,911	38,911	33,352	33,352
1988 Capital Appeal Fund					
Cash at Bank	12	262,548	262,548	39,798	39,798
		<u>301,459</u>	<u>301,459</u>	<u>73,150</u>	<u>73,150</u>
CURRENT ASSETS					
Stocks for Resale		2,192	-	320	-
Debtors	8	110,771	169,529	30,751	56,854
Building Society Deposit		143,285	143,285	130,621	130,621
Cash at Bank and in Hand		217,059	159,499	172,786	147,116
		<u>473,307</u>	<u>472,313</u>	<u>334,478</u>	<u>334,591</u>
Creditors (amounts falling due within one year).	9	(240,833)	(238,852)	(116,313)	(115,439)
NET CURRENT ASSETS		<u>232,474</u>	<u>233,461</u>	<u>218,165</u>	<u>219,152</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>1,364,506</u>	<u>1,365,495</u>	<u>1,148,924</u>	<u>1,149,913</u>
Financed by:					
Creditors (amounts falling due within one year).	10	-	-	1,000	1,000
The Farmers & Butchers Endowment Fund	11	38,911	38,911	33,352	33,352
1988 Capital Appeal Fund	12	326,644	326,644	102,848	102,848
Accumulated Fund	13	998,951	999,940	1,011,724	1,012,713
		<u>1,364,506</u>	<u>1,365,495</u>	<u>1,148,924</u>	<u>1,149,913</u>

Approved by the Council of Management
on 13th. September, 1989, signed on
its behalf by:

H. Cliff - Chairman
J.S. Dain - Treasurer

ST. GILES HOSPICE

CONSOLIDATED STATEMENT OF SOURCE AND APPLICATION OF FUNDS
YEAR ENDED 31ST. MARCH, 1989.

	<u>1989</u> <u>£</u>	<u>1988</u> <u>£</u>
SOURCE OF FUNDS		
(Deficit)/Surplus from Income and Expenditure account	(31,892)	(84,769)
Adjustment for item not involving the movement of Funds:		
Depreciation	38,270	60,480
	<u>6,378</u>	<u>(24,289)</u>
OTHER SOURCES		
Legacies received	19,119	123,243
The Farmers & Butchers Endowment Fund	5,559	5,065
1988 Capital Appeal Fund -donations received	223,796	102,848
	<u>254,852</u>	<u>206,857</u>
APPLICATION OF FUNDS		
Purchase of Tangible Assets	(11,234)	(222,990)
Loan Repayments	(1,000)	(1,000)
The Farmers & Butchers Endowment Fund	(5,559)	(5,065)
1988 Capital Appeal Fund	(222,750)	(39,798)
	<u>14,309</u>	<u>(61,986)</u>
Net Source/(Application) of Funds		
Movement in Working Capital		
Increase/(Decrease) in Debtors	30,020	(9,873)
Increase/(Decrease) in Stocks	1,872	(289)
Increase in Creditors (excluding loan movements)	(124,520)	(37,000)
	<u>(42,628)</u>	<u>(48,032)</u>
Increase/(Decrease) in Cash, Bank and Building Society Balances	56,937	(13,950)
Increase/(Decrease) in Working Capital	<u>14,309</u>	<u>(61,986)</u>

ST. GILES HOSPICE

NOTES TO THE FINANCIAL STATEMENTS 1989

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 direct to reserves 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.

(g) Stocks

Stocks are stated at the lower of cost and estimated net realisable value.

ST. GILES HOSPICE

NOTES TO THE FINANCIAL STATEMENTS 1989 (CONTINUED)

2. OPERATING COSTS	<u>%</u>	<u>1989</u> <u>£</u>	<u>%</u>	<u>1988</u> <u>£</u>
Staffing Costs				
Wages and Salaries		598,515		508,158
Social Security Costs		49,843		39,990
Other Pension Costs		22,077		17,883
		<u>670,435</u>		<u>566,031</u>
Agency Nurses		5,616		10,901
Recruitment Advertising		2,361		2,980
Uniforms		3,474		4,293
Books and Training		(202)		6,614
	81.7	<u>681,684</u>	77.3	<u>590,819</u>
Establishment Costs				
Electricity		6,132		4,832
Gas		11,021		9,697
Water		1,720		1,504
Rates		365		904
Maintenance of Equipment and Buildings		7,404		7,488
Architects Fees		-		977
Depreciation of Equipment and Buildings		36,651		59,869
	7.6	<u>63,293</u>	11.1	<u>85,271</u>
Domestic Costs				
Provisions		22,354		21,131
Bedding and Linen		1,928		836
Laundry		4,287		3,163
Cleaning Materials and Refuse Disposal		1,248		2,728
Hardware and Crockery		1,473		785
	3.9	<u>31,290</u>	4.0	<u>30,643</u>
Medical and Surgical Requisites				
Drugs and Dressings		8,224		8,257
Medical and Surgical Equipment		3,290		3,439
Patient Clothing and Requisites		1,639		1,895
Occupational Therapy Materials		459		606
	1.6	<u>13,612</u>	2.0	<u>14,297</u>
Forward	94.7	<u>789,879</u>	94.4	<u>721,630</u>

ST. GILES HOSPICE

NOTES TO THE FINANCIAL STATEMENTS 1989 (CONTINUED)

2. OPERATING COSTS (Continued)	<u>£</u>	<u>1989</u> <u>£</u>	<u>£</u>	<u>1988</u> <u>£</u>
Forward	94.7	789,879	94.4	721,630

Administration Costs

Payroll Administration				
Charge from S.E. Staffs				
Health Authority		1,200		1,200
Telephone		8,809		8,221
Printing, Stationery,				
Postages and Photocopying		6,403		5,192
Travelling Expenses (including				
patient transport)		22,217		21,292
Insurance		1,929		2,204
Bank Interest Payable		-		249
Auditors' Remuneration		976		751
Miscellaneous		2,480		3,708
	<u>5.3</u>	<u>44,014</u>	<u>5.6</u>	<u>42,817</u>
	<u>100.0</u>	<u>833,893</u>	<u>100.0</u>	<u>764,447</u>

3. EMPLOYEES AND VOLUNTEERS

	<u>1989</u>		<u>1988</u>	
	<u>Wholetime</u>	<u>Average</u>	<u>Wholetime</u>	<u>Average</u>
	<u>Equivalent</u>	<u>Number</u>	<u>Equivalent</u>	<u>Number</u>

(1) Employees

The average number of persons employed during the year (including part-time but excluding volunteers).

Hospice				
Medical, Nursing				
and Ancillary	48.0	64	46.1	62
Administrative	5.8	8	6.6	9
Appeal	1.8	2	1.8	2
	<u>55.6</u>	<u>74</u>	<u>54.5</u>	<u>73</u>
Hospice Shops		<u>10</u>		<u>2</u>

(2) Volunteers

During the year the Hospice has benefited substantially from the regular services of over 250 (1988 230) volunteers. Additionally, volunteers working in the Hospice Shops and its associated warehouse number approximately 130 (1988 120).

- (3) No member of the Council of Management, or director of St. Giles Hospice Shops Limited, received any emoluments during the year (1988 nil).

ST. GILES HOSPICE

NOTES TO THE FINANCIAL STATEMENTS 1989 (CONTINUED).

4. HOSPICE SHOPS

Profit on Trading is stated after charging	<u>1989</u> £	<u>1988</u> £
Salaries	17,247	5,312
Social Security Costs	2,189	293
Depreciation and Amortisation	1,619	611
Auditors' Remuneration	220	170
Bank Interest Payable	-	23

5. APPEAL COSTS

	<u>1989</u> £	<u>1988</u> £
Salaries	12,200	10,830
Social Security Costs	728	896
Professional Fees	2,300	6,150
Publicity Material	657	2,942
Printing, Stationery, Telephone and Sundry Expenses	754	1,408
	<u>16,639</u>	<u>22,226</u>

6. TANGIBLE ASSETS

	<u>Freehold Land & Buildings</u> £	<u>Freehold Temporary Buildings</u> £	<u>Short Leasehold Properties</u> £	<u>Fixtures Fittings & Equipment</u> £	<u>Total</u> £
Cost					
At 1st. April, 1988	870,684	33,142	15,250	162,311	1,081,387
Additions	2,470	-	-	8,764	11,234
At 31st. March, 1989	<u>873,154</u>	<u>33,142</u>	<u>15,250</u>	<u>171,075</u>	<u>1,092,621</u>
Depreciation					
At 1st. April, 1988	68,878	11,047	930	142,923	223,778
Charge for the year	17,439	11,047	1,096	8,688	38,270
At 31st. March, 1989	<u>86,317</u>	<u>22,094</u>	<u>2,026</u>	<u>151,611</u>	<u>262,048</u>
Net Book Amount					
At 31st. March, 1989	<u>786,837</u>	<u>11,048</u>	<u>13,224</u>	<u>19,464</u>	<u>830,573</u>
At 31st. March, 1988	<u>801,806</u>	<u>22,095</u>	<u>14,320</u>	<u>19,388</u>	<u>857,609</u>

ST GILES HOSPICE

NOTES TO THE FINANCIAL STATEMENTS 1989 (CONTINUED)

6. TANGIBLE ASSETS (Continued).

Capital Commitments

	Group and Company	Group and Company
	31st March 1989	31st March 1988
	£	£
Authorised but not contracted	1,305,400	10,000
Contracted not provided	-	1,000

7. INVESTMENT

	31st March 1989	31st March 1988
	2	2
Shares in Group Company at Cost		

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 £92,277 (1988 £37,221). The remaining profit on other activities of £7,045 (1988 £2,022) is payable under Deed of Covenant to St. Giles Hospice.

8. DEBTORS

	31st. March, 1989	31st March, 1988	31st March, 1988	31st March, 1988
	Group	Company	Group	Company
	£	£	£	£
Contributions receivable from Walsall Health Authority	5,000	5,000	-	-
Help the Hospices	38,000	38,000	-	-
Amount owed by St. Giles Hospice Shops Limited	-	58,951	-	26,106
Other Debtors	44,599	44,599	17,385	17,382
Prepayments and Accrued Income	23,172	22,976	13,366	13,366
	<u>110,771</u>	<u>169,526</u>	<u>30,751</u>	<u>56,854</u>

9. CREDITORS (amounts falling due within one year).

	31st March, 1989	31st March, 1988	31st March, 1988	31st March, 1988
	Group	Company	Group	Company
	£	£	£	£
Mid Staffordshire Health Authority	84,000	84,000	-	-
South Staffs District Council Interest free Loan	1,000	1,000	1,000	1,000
Trade Creditors	51,332	51,332	24,266	24,266
Capital Expenditure	244	244	33,211	33,211
Taxation and Social Security	18,139	16,378	14,441	13,895
Superannuation Contributions	69,803	69,803	31,961	31,961
Accruals and Deferred Income	16,315	16,095	11,434	11,166
	<u>240,833</u>	<u>238,852</u>	<u>116,313</u>	<u>115,439</u>

ST. GILES HOSPICE

NOTES TO THE FINANCIAL STATEMENTS 1989 (CONTINUED)

10. CREDITORS (Amounts falling due after more than one year)

	31st. March, 1989		31st. March, 1988	
	£	£	£	£
South Staffs District Council				
Interest Free Loan	-	-	1,000	1,000

11. THE FARMERS & 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.

12. 1988 CAPITAL APPEAL FUND

	31.3.89	31.3.88
	£	£
Donations received to 31st. March, 1989	326,644	102,848
Expenditure on Architects' Fees and temporary building included in Tangible Assets	64,096	63,050
	<u>262,548</u>	<u>39,798</u>

13. ACCUMULATED FUND

	31st. March 1989		31st. March 1988	
	<u>Group</u>	<u>Company</u>	<u>Group</u>	<u>Company</u>
	£	£	£	£
Balance at 1st. April, 1988	1,011,724	1,012,713	973,250	974,239
Legacies Received	19,119	19,119	123,243	123,243
Income and Expenditure Account	(31,892)	(31,892)	(94,769)	(84,769)
Balance at 31st. March, 1989	<u>998,951</u>	<u>999,940</u>	<u>1,011,724</u>	<u>1,012,713</u>

St. Giles Hospice has not presented its own Income and Expenditure Account as permitted by Section 228 of the Companies Act 1985

14. 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.

CHAIRMAN'S REPORT

This, the tenth annual report covers the year ended 31st March, 1989 - a year which has seen continued growth in the use of the services provided by the Hospice. It becomes increasingly obvious that the success of the Home Care Nursing Services and the Day Centre enabling patients to remain at home has had a considerable effect on the level of care required by those patients who are admitted to the Hospice. This increase in dependency levels means that most patients need very intensive care and thus high levels of nursing staff. The support of all staff in all disciplines and, not least, the work of the many volunteers is essential for the function of St. Giles.

Council of Management

Under the terms of the Articles of Association, Mr. A.C. Lindop's five year term of office as Treasurer ended in September 1988, at which time he had also served eight years on Council of Management. Tony Lindop's contribution to the work of the Hospice and its development had been of immense value and it is a pleasure to place on record our sincere appreciation to Tony for the obvious and tangible effect he had on the Hospice from its foundation.

We were delighted when Mr. John Dain accepted the appointment as Treasurer and welcome him as a member of the Council of Management.

At regular meetings of the Council all facets of the work of the Hospice were considered with, of necessity, considerable time being given to the question of finance and the efficient use of the funds available, together with the recommendations of the Sub-Committees.

Maintenance and Accommodation Sub-Committee

This Committee met frequently with the Architects to finalise the plans for the proposed Capital development. Again, we are grateful to Mr. Stan Clarke and Mr. John Davies, the two members of the "Watchdog Committee" who have willingly given their time and expertise in ensuring that specifications and costs are closely controlled.

Appeal Sub-Committee

Under the Chairmanship of Peter Brown, O.B.E., this Committee has continued the magnificent work of raising a major proportion of the income required to fund the running of the Hospice. Quite obviously, with staff pay awards and the effect of inflation the amount of revenue required increases each year. Indeed, it is clear that the running of a Hospice is an act of faith - faith that the revenue will be raised not only this year, but every year to ensure that the service can continue to be provided. Faced with this immense task, the Appeal Sub-Committee cheerfully accepts the challenge and gives a lead to the many people who support them.

An invaluable contribution to the revenue funds is provided by Mrs. Frances Lang and the three other Directors, together with their enthusiastic group of helpers - some 140 volunteers - who run the four hospice shops at Lichfield, Tamworth, Cannock and Walsall, together with the warehouse at Shenstone from which the shops are supplied. This year with a turnover of £167,000 which includes the cost of setting up and opening two of the shops, there was an excellent profit of some £100,000. This outstanding success is a tribute to the dedication and loyalty of all those involved and we are delighted to record our appreciation of their efforts.

The many groups of Friends of the Hospice, under the untiring leadership of their hardworking co-ordinator, Mrs. Rosemary Weatherhogg, continue to raise invaluable funds in a great variety of ways and we are deeply grateful for their loyalty and enthusiasm.

The continued financial support of the Cancer Relief Macmillan Fund in expanding the service provided by the Hospice is also very much appreciated.

The support of the Local Authorities, their Mayors, Chairman and Officers, for St. Giles is a considerable encouragement and we very much value their help.

Over the past year there were detailed discussions with the Officers of each of the five Health Authorities for whom we provide services to encourage them to adopt a formula under which they would contribute in financial support 50% of the cost to the Hospice of providing the services to patients from within their Health District. Three of the Health Authorities are now contributing on that basis and the remaining two are still considering the financial implications. We feel that our proposal is fair to the Health Authorities and is of considerable assistance to St. Giles in planning expenditure. Whilst the merit of a Nurses pay award was fully recognised the additional cost was a considerable burden. This was not helped by the statement on television by the Minister of Health that the Government was to make £4.6 million available to Hospices to assist in meeting these costs when, in fact, only £400,000 was allocated. Quite obviously the task of raising the additional funds has been made extremely difficult since people clearly remembered the Minister's statement which was never corrected to the very much reduced figure.

Capital Appeal

The Appeal for £1,000,000 which was launched by the Earl of Shrewsbury on 10th March, 1988, is being actively led by Ted Mompenny, the Honorary Director of the Appeal. By 31st March, 1989, a total of £500,000 had been subscribed or promised and a start on site is expected this Autumn. We are very grateful to the West Midlands Regional Health Authority for their agreement to underwrite £500,000 of the cost from 1st April, 1990, thus enabling the work to proceed while the task of raising a further £500,000 continues. The continued support and enthusiasm of the Earl of Shrewsbury in this task is a spur to us all and we are deeply grateful to him.

The Staff

A Hospice is much more than a building. It relies upon the total dedication and commitment of each and every member of the staff to the maintenance of a very high standard of care of patients and their families. That their caring is very much evident is clear from the many touching letters of appreciation which have been received from patients and their families.

Volunteers

The continued support of so many functions of the Hospice by the large number of volunteers is an essential part of the community involvement and a special feature of St. Giles. It is a pleasure to pay tribute to their loyalty and sense of responsibility and for the time and effort with which they support the work of the Hospice.

Conclusion

The statistics attached to this report give a very clear picture of the geographical spread and variety of services provided by the Hospice and are also clear evidence of the need for those services. I am deeply grateful to members of Council, the Management Team, the staff and volunteers for the support which has been given so readily and with such kindness. Much remains to be done but with such enthusiasm and loyalty we will achieve it.

Harry Cliff, O.B.E., F.H.S.M., F.B.I.M.
Chairman
Council of Management



NH

10/12/87