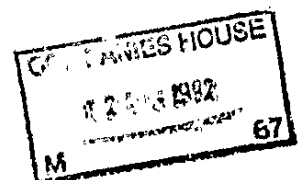


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ST. GILES HOSPICE

FINANCIAL STATEMENTS

YEAR ENDED
31ST MARCH, 1990



DIRECTOR'S REPORT 1990

Chairman's Comment

In this annual report we have departed from our style of earlier years in order to further explain the aims, achievements, commitment and style of working of the Hospice.

To this end, senior members of the Hospice have each contributed a brief resume on the work for which they are responsible. As usual, the full accounts for the year are included. These, we trust, give a clear picture of good stewardship by showing how the money which has been donated has been spent.

This will be my last annual report as Chairman of the Council of Management as my term of office will end in September 1990. It has been a great privilege to be entrusted with the Chairmanship of the Council and I am deeply grateful to the members of Council, the staff, the volunteers and the Friends of St. Giles for the unstinting kindness and support which they have always given to me. I am also most grateful to the members and officers of local authorities and health authorities for their help and support.

My successor will be Mr. John Jones who, as Deputy Chairman, has helped me in every way and to whom I am extremely grateful.

I extend to you all at St. Giles my very best wishes - my thoughts and prayers will be with you.

Council of Management's Report

This, the eleventh Annual Report covers the year ended 31st March, 1990 - a year which has seen continued growth in the demand for the services provided by the Hospice. That demand has been met by the outstanding support of all staff in all disciplines and by the selfless work of the many volunteers who are so essential to the functioning of St. Giles.

Council of Management

The names of the Council of Management are set out on page 2 of this report.

Under the terms of the Articles of Association, Mr. Arnold Ward, CBE, and Mr. Peter Brown, OBE, completed their term of service in September 1989 and retired from the Council. Both were deeply committed to and involved in the development of the Hospice and we are extremely grateful to them.

In addition to his membership of the Council Peter Brown served as Chairman of the Appeal Sub-Committee and his leadership ensured that the Committee continued the outstanding work of raising the major proportion of the income required to fund the running of the hospice. We were delighted that Peter so readily agreed to continue as Chairman of the Appeal Sub-Committee following his retirement from the Council.

At regular meetings of the Council all aspects of the work of the Hospice were considered. Of necessity, much time was given to the question of finance and the efficient use of the funds available.

Through the generosity of Staffordshire County Council the servicing of the meetings of the Council are undertaken by Mr. Don McBain and we are most grateful to the County Council and Mr. McBain for this valuable service.

Capital Extensions

The contractors started on site on 23rd October, 1989, and the buildings are due for completion in June 1991 when they will provide much needed additional accommodation and services.

We were delighted to welcome our Patron, Lady Leonora, Countess of Lichfield, to the Hospice on 4th December 1989, when in the presence of the Earl of Shrewsbury, Patron of the Capital Appeal, and many distinguished guests she unveiled the Foundation Stone for the new buildings. We are extremely fortunate to have two such totally committed Patrons and their obvious caring, their kindness and their support in so many ways ensures that they have a special place in our affections and the life of St. Giles.

The Staff

A hospice is much more than a building. It is a philosophy of care which relies upon the total commitment of each and every member of the staff, of all disciplines, to the maintenance of a very high standard of care of patients and their relatives. That care is very evident and deeply appreciated.

The Volunteers

One of the essential features of St. Giles is the outstanding contribution of the large number of volunteers in providing support to so many functions of the Hospice. Their loyalty, commitment and cheerful readiness to undertake such a variety of tasks are invaluable and we are truly grateful to them.

The Hospice Shops

Whilst there are details of the work of the Hospice Shops contained in this report, the Council of Management wish to place on record their admiration and appreciation of the work of the Directors, Manageresses and the very many volunteers whose efforts make possible the outstanding contribution which the Shops make to the funds of the Hospice.

Education

The educational role of St. Giles is now well recognised. The provision of the English National Board Course 931, "The Care of the Dying Patient and Family" is very successful, being attended

by nurses from many parts of the County. Many courses of shorter duration, on a number of aspects of hospice care, are also provided.

Financial Review

The financial position and details of the activities of the year are contained in the attached financial statement.

Conclusion

The Council of Management are happy to pay a sincere tribute to all those who have contributed so freely, in so many ways, to the continued success of St. Giles Hospice in the provision of the services for which there is such an obvious and continuing need.

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



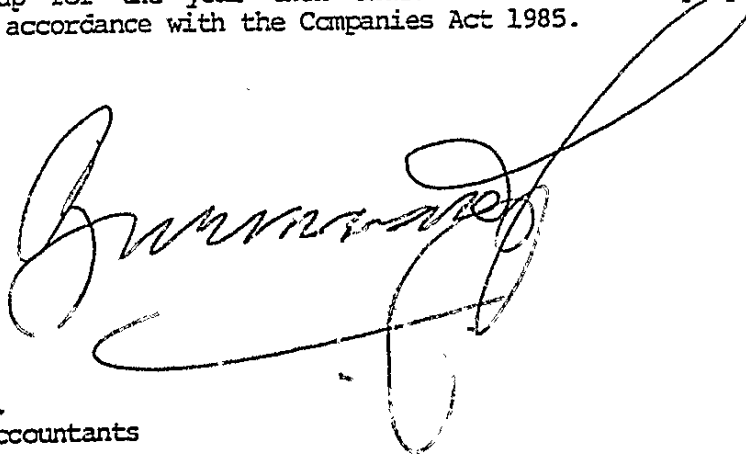
Harry Cliff, O.B.E., F.H.S.M., F.B.I M.
Chairman
Council of Management

25th July, 1990

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

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, 1990 and of the surplus 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.



BURMAN & CO.
Chartered Accountants
Birmingham

26th July 1990.

ST GILES HOSPICE

CONSOLIDATED INCOME AND EXPENDITURE ACCOUNT
YEAR ENDED 31ST MARCH, 1990

	<u>Notes</u>	1990 £	1989 £
Donations		355,164	300,078
Covenants		25,460	16,964
Hospice Shops- Profit on Trading	4&7	143,333	99,322
Appeal Costs	5	(27,608)	(16,639)
		<hr/>	<hr/>
		496,349	399,725
Contributions and Fees from District Health Authorities.			
South-East Staffordshire		140,854	131,664
Mid-Staffordshire		84,000	83,750
Walsall		43,395	41,989
North Warwickshire		15,750	17,000
North Birmingham		31,000	-
Help the Hospices		-	38,000
Contributions by National Society for Cancer Relief		23,013	41,867
Interest Receivable		39,046	29,506
		<hr/>	<hr/>
		873,407	783,501
Operating Costs	2	(900,559)	(833,893)
		<hr/>	<hr/>
Operating Deficit		(27,152)	(50,392)
Contributions from District Health Authorities relating to earlier years:			
North Birmingham - 1987/88		-	18,500
North Birmingham - 1988/89		28,000	-
		<hr/>	<hr/>
Amount transferred to/(from) Accumulated Fund	12	848	(31,892)
		<hr/>	<hr/>

ST. GILES HOSPICE

CONSOLIDATED BALANCE SHEET - 31ST MARCH, 1990

		1990		1989	
	Notes	Group £	Company £	Group £	Company £
FIXED ASSETS					
Tangible Assets	6	1,075,415	1,075,415	830,573	830,573
Investment	7	-	2	-	2
		1,075,415	1,075,417	830,573	830,575
FUND DEPOSITS					
The Farmers & Butchers Endowment Fund		44,056	44,056	38,911	38,911
1988 Capital Appeal Fund	11	170,325	170,325	262,548	262,548
		214,381	214,381	301,459	301,459
CURRENT ASSETS					
Stock for Resale		2,813	-	2,192	-
Debtors	8	100,454	182,091	110,771	169,529
Building Society Deposit		160,432	160,432	143,285	143,285
Cash at Bank and in Hand		199,422	117,594	217,059	159,499
		463,121	460,117	473,307	472,313
Creditors (amounts falling due within one year).	9	(249,647)	(245,656)	(240,833)	(238,852)
NET CURRENT ASSETS		213,474	214,461	232,474	233,461
TOTAL ASSETS LESS CURRENT LIABILITIES		1,503,270	1,504,259	1,364,506	1,365,495
Financed by:					
The Farmers & Butchers Endowment Fund	10	44,056	44,056	38,911	38,911
1988 Capital Appeal Fund	11	442,336	442,336	326,644	326,644
Accumulated Fund	12	1,016,878	1,017,867	998,951	999,940
		1,503,270	1,504,259	1,364,506	1,365,495

Approved by the Council of Management
on 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, 1990.

	<u>1990</u> £	<u>1989</u> £
SOURCE OF FUNDS		
Surplus/(Deficit) from Income and Expenditure Account	848	(31,892)
Adjustment for item not involving the movement of Funds:		
Depreciation	40,493	38,270
	<hr/> 41,341	<hr/> 6,378
OTHER SOURCES		
Legacies received	17,079	19,119
The Farmers and Butchers Endowment Fund	5,145	5,559
1988 Capital Appeal Fund - Donations Received	115,692	223,796
	<hr/> 179,257	<hr/> 254,852
APPLICATION OF FUNDS		
Purchase of Tangible Assets	(285,335)	(11,234)
Loan Repayments	(1,000)	(1,000)
	<hr/> (107,078)	<hr/> 242,618
NET (APPLICATION)/SOURCE OF FUNDS		
MOVEMENT IN WORKING CAPITAL		
(Decrease)/Increase in Debtors	(10,217)	80,020
Increase in Stocks	627	1,872
(Increase) in Creditors (excluding Loan Movements)	(9,814)	(124,520)
	<hr/> (19,510)	<hr/> (42,628)
MOVEMENT IN BANK, BUILDING SOCIETY & CASH BALANCES		
General (Decrease)/Increase	(490)	56,937
The Farmers and Butchers Endowment Fund Increase	5,145	5,559
1988 Capital Appeal Fund (Decrease)/Increase	(92,223)	222,750
	<hr/> (107,078)	<hr/> 242,618

ST. GILES HOSPICE

NOTES TO THE FINANCIAL STATEMENTS 1990

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

No depreciation has been charged in the year on the cost of the buildings extensions which were not in use at the end of the year.

(c) Donations

Donations were 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) Stock

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

ST. GILES HOSPICE

NOTES TO THE FINANCIAL STATEMENTS 1990 (CONTINUED)

2. OPERATING COSTS	%	<u>1990</u> £	%	<u>1989</u> £
Staffing Costs				
Wages and Salaries		650,256		598,515
Social Security Costs		49,835		49,843
Other Pension Costs		11,592		22,077
		<hr/>		<hr/>
		710,683		670,435
Agency Nurses		8,463		5,616
Recruitment Advertising		3,170		2,361
Uniforms		3,017		3,474
Books and Training		1,400		(202)
		<hr/>		<hr/>
	80.7	726,733	81.7	681,684
Establishment Costs				
Electricity		6,908		6,132
Gas		11,561		11,021
Water		2,003		1,720
Rates		500		365
Maintenance of Equipment and Buildings		8,266		7,404
Depreciation of Equipment and Buildings		38,874		36,651
		<hr/>		<hr/>
	7.6	68,112	7.6	63,293
Domestic Costs				
Provisions		23,623		22,354
Bedding and Linen		1,777		1,928
Laundry		4,750		4,287
Cleaning Materials and Refuse Disposal		2,420		1,240
Hardware and Crockery		857		1,413
		<hr/>		<hr/>
	3.7	33,427	3.8	31,290
Medical and Surgical Requisites				
Drugs and Dressings		6,783		8,224
Medical and Surgical Equipment		7,244		3,230
Patient Clothing and Requisites		2,103		1,639
Occupational Therapy Materials		787		459
		<hr/>		<hr/>
	1.9	16,917	1.6	13,612
Forward	93.9	845,189	94.7	789,879

ST. GILES HOSPICE

NOTES TO THE FINANCIAL STATEMENTS 1990 (CONTINUED)

2. OPERATING COSTS (Continued)	%	<u>1990</u> £	%	<u>1989</u> £
Forward	93.9	845,189	94.7	789,879
Administration Costs				
Payroll Administration				
Charge from S.E. Staffs				
Health Authority		1,266		1,200
Telephone		8,517		8,809
Printing, Stationery,				
Postages and Photocopying		7,885		6,403
Travelling Expenses (including				
patient transport)		28,721		22,217
Insurance		2,802		1,929
Auditors' Remuneration		1,417		976
Miscellaneous		4,762		2,480
	<u>6.1</u>	<u>55,370</u>	<u>5.3</u>	<u>44,014</u>
	100.0	900,559	100.0	833,893

3. EMPLOYEES AND VOLUNTEERS

	<u>1990</u>		<u>1989</u>	
	Wholetime	Average	Wholetime	Average
	Equivalent	Number	Equivalent	Number
(1) Employees				
The average number of persons				
employed during the year				
(including part-time but				
excluding volunteers).				
Hospice				
Medical, Nursing				
and Ancillary	46.6	62	48.0	64
Administrative	7.9	11	5.8	8
Other	1.8	2	1.8	2
	<u>56.3</u>	<u>75</u>	<u>55.6</u>	<u>74</u>
Hospice Shops		<u>10</u>		<u>10</u>

(2) Volunteers.

During the year the Hospice has benefited substantially from the regular services of over 285 (1989 250) volunteers. Additionally, volunteers working in the Hospice Shops and its associated warehouse number approximately 140 (1989 130).

(3) No member of the Council of Management, or director of St. Giles Hospice Shops Limited, received any emoluments during the year (1989 nil).

ST. GILES HOSPICE

NOTES TO THE FINANCIAL STATEMENTS 1990 (CONTINUED).

4. HOSPICE SHOPS

Profit on Trading is stated after charging	<u>1990</u>	<u>1989</u>
	£	£
Salaries	24,821	17,247
Social Security Costs	2,555	2,189
Depreciation and Amortisation	1,619	1,619
Auditors' Remuneration	250	220

5. APPEAL COSTS

	<u>1990</u>	<u>1989</u>
	£	£
Salaries	17,304	12,200
Social Security Costs	939	728
Professional Fees	-	2,300
Publicity Material	7,303	657
Printing, Stationery, Telephone and Sundry Expenses	2,012	754
	<u>27,608</u>	<u>16,639</u>

6. TANGIBLE ASSETS

	Freehold Land & Buildings	Freehold Temporary Buildings	Short Leasehold Properties	Fixtures Fittings & Equipment	Total
	£	£	£	£	£
Cost					
At 1st April, 1989	873,154	33,142	15,250	171,075	1,092,621
Additions	268,871	-	-	16,464	285,335
At 31st March, 1990	<u>1,142,025</u>	<u>33,142</u>	<u>15,250</u>	<u>187,539</u>	<u>1,377,956</u>
Depreciation					
At 1st April, 1989	86,317	22,094	2,026	151,611	262,048
Charge for the year	16,963	11,047	1,096	13,387	40,493
At 31st March, 1990	<u>103,280</u>	<u>33,141</u>	<u>3,122</u>	<u>162,998</u>	<u>302,541</u>
Net Book Amount					
At 31st March, 1990	<u>1,038,745</u>	<u>1</u>	<u>12,128</u>	<u>24,541</u>	<u>1,075,415</u>
At 31st March, 1989	<u>786,837</u>	<u>11,048</u>	<u>13,224</u>	<u>19,464</u>	<u>830,573</u>

ST. GILES HOSPICE

NOTES TO THE FINANCIAL STATEMENTS 1990 (CONTINUED)

6. TANGIBLE ASSETS (Continued)

<u>Capital Commitments</u>	<u>Group and Company</u> 1990 £	<u>Group and Company</u> 1989 £
Authorised but not contracted	-	1,365,400
Contracted not provided	1,005,575	-

7. INVESTMENT

	31st March 1990 £	31st March 1989 £
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 £128,367 (1989 £92,277). The remaining profit on other activities of £14,966 (1989 £7,045) is payable under Deed of Covenant to St. Giles Hospice.

8. DEBTORS

	31st March, 1990		31st March, 1989	
	<u>Group</u> £	<u>Company</u> £	<u>Group</u> £	<u>Company</u> £
Contributions receivable from N. Birmingham Health Authority	31,000	31,000	-	-
Walsall Health Authority	437	437	5,000	5,000
Help the Hospices	-	-	38,000	38,000
Amount owed by St. Giles Hospice Shops Limited	-	81,637	-	58,954
Other Debtors	40,265	40,265	44,599	44,599
Prepayments & Accrued Income	28,752	28,752	23,172	22,976
	<u>100,454</u>	<u>182,091</u>	<u>110,771</u>	<u>169,529</u>

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

Mid Staffordshire Health Authority	50,000	50,000	84,500	84,000
Scuth Staffs District Council Interest free loan	-	-	1,000	1,000
Trade Creditors	32,459	32,459	51,332	51,332
Capital Expenditure	-	-	244	244
Taxation and Social Security	20,367	16,626	18,139	16,378
Superannuation Contributions	70,156	70,156	69,803	69,803
Accruals and Deferred Income	15,709	15,459	16,315	16,095
Expenditure on Extension	60,956	60,956	-	-
	<u>249,647</u>	<u>245,656</u>	<u>240,833</u>	<u>238,852</u>

ST. GILES HOSPICE

NOTES TO THE FINANCIAL STATEMENTS 1990 (CONTINUED)

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.

11. 1988 CAPITAL APPEAL FUND

	31st March 1990 £	31st March 1989 £
Donations received to 31st March 1990	442,336	326,644
Expenditure on Architects' Fees, extension costs and temporary building included in Tangible Assets	272,011	64,096
	<hr/> 170,325	<hr/> 262,548

12. ACCUMULATED FUND

	31st March, 1990 Group £	Company £	31st March, 1989 Group £	Company £
Balance at 1st April, 1989	998,951	999,940	1,011,724	1,012,713
Legacies Received	17,079	17,079	19,119	19,119
Income and Expenditure Account	848	848	(31,892)	(31,892)
	<hr/> 1,016,878	<hr/> 1,017,867	<hr/> 998,951	<hr/> 999,940

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

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