

Southend Hospital Charitable Foundation

Charity No. 1073031

Company No. 3622762

Annual Reports and Accounts

For year ending 30 September 2007

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Directors:

Colin George (Chairman)
Phillip Miller (Treasurer and Company Secretary)
Michael Thwaites (Deputy Chairman)
Harry Adams (appointed 18/9/07)
Ian Beatwell (appointed 23/1/07)
Rita Bosch
David Bright
Karen Ferreira
Roger Froment
Nigel Gayner
Mike Guy
John Harland
Hayley Hill
Gary Hodson
Peter Holmes
Ann Jackson
Linda Jones (resigned 17/7/07)
Ted Lewin
Neville Moss (resigned 22/5/07)
Paul Newman
Dr Mohamed Pasha
Malachy O'Sullivan
Rob Tinlin

Bankers:

Barclays Bank plc
South Essex Business Centre
PO Box 5315
Cheviot House
Baxter Avenue
Southend on Sea
SS2 6GZ

Registered Office:

Southend University Hospital
Prittlewell Chase
Westcliff on Sea
Essex
SS0 0RY

Independent Auditors:

NSO Associates LLP
Chartered Certified Accountants
75 Springfield Road
Chelmsford
Essex
CM2 6JB

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SOUTHEND HOSPITAL CHARITABLE FOUNDATION ANNUAL REPORT FOR YEAR ENDED 30 SEPTEMBER 2007

STRUCTURE, GOVERNANCE & MANAGEMENT

The Trustees, who are also appointed directors of the charity for the purposes of the Companies Act 1985, submit their annual report and the financial statements for the year ended 30 September 2007

Legal Status

The Southend Hospital Foundation is a charity registered with the Charities Commission (charity number 1073031), and is also a company limited by guarantee (company number 3622762)

Organisation

The charity is managed by a Board of Trustees who are a group of well known local people who give up their time to raise much needed funds that will be used for the benefit of hospital patients and their families. New members are recommended to the board by existing trustees and are then appointed subject to the unanimous approval of the Board. The appointment then becomes effective from the next Trustees' meeting. The names of the individuals who acted as Trustees during the year appear on page 1

The charity does not employ any staff

Risk Management

The trustees have considered the major risks to which the Charity is exposed and has put measures in place to mitigate these risks. These include

Division of duties between those receiving donations and those reporting income

Regular reporting to the Board of trustees including details of income and expenditure

Grants cannot be made without the approval of the Board and joint signatures by appropriate Trustees

OBJECTIVES & ACTIVITIES

The objects of the charity are to provide patients, their relatives and hospital staff, with equipment, facilities and amenities that might not otherwise be provided in the normal course of running the hospital. The Foundation trustees meet these objectives by initiating and sustaining fundraising events and appeals designed to raise significant amounts of money for carefully chosen projects, which have received board approval

Grant Policy

Funds raised by the Foundation are donated to Southend University Hospital NHS Foundation Trust by way of grants up to the level which the Foundation trustees have committed to raise for each appeal. Southend Hospital Charity (the corporate charity for Southend University Hospital NHS Trust) then applies the grant to the chosen project

Any surplus funds raised are retained in the appropriate restricted fund for the purpose of providing related equipment as and when requested by the Hospital and approved by the Foundation Trustees

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Reserves Policy

All the funds raised by the charity are granted to Southend University Hospital NHS Foundation Trust for the benefit of projects agreed at the start of the fundraising cycle. Funds are maintained in a high interest deposit until the project reaches an appropriate stage for payment to be made.

No unrestricted funds are held as a reserve as the Charity does not have any significant committed running costs.

ACHIEVEMENTS & PERFORMANCE

Activities in 2006/7 have encompassed the successful conclusion of the Pinpoint Cancer Appeal and the launch of the Strokebusters Appeal.

The Pinpoint Cancer Appeal, launched in September 2005, raised money to purchase an Image Guided Radiotherapy System. This equipment allows accurate targeting of cancers, resulting in increased cure rates for cancer patients. A grant for £382,500 was made to the Oncology Department in November 2006. Donations for the Pinpoint appeal continued to be received, enabling a further grant of £50,000 to be made in January 2007 for a workstation system to compliment the radiotherapy system. The Trustees were invited to view the new equipment in the Centre for Clinical Oncology on 9th March 2007, when the appeal was formally closed.

The Strokebusters Appeal was launched in April 2007 to raise money to support the development of significantly improved services for stroke patients by re-equipping, refurbishing and up-grading the stroke facilities at Southend Hospital. The development will include:

- Acute Stroke Unit – 14 bed acute medical and treatment ward
- Clot Busting Team – to administer clot busting drugs, which disperse blood clots in the brain, giving patients a 60% chance of returning to full mobility
- Information Centre – to provide patients and their carers with information to make their transition from hospital to home easier
- State-of-the-art equipment – to aid diagnosis and enhance treatments
- Gym – for rehabilitation to strengthen limbs, aid balance and help restore normal functions
- Garden – for rehabilitation to improve co-ordination, provide exercise and help to restore normal functions
- Refurbishment of wards and bathrooms – improving disabled facilities giving patients more independence and providing a overall nicer environment
- Electric beds and wheelchairs – improving patients' comfort

By September £126,343 had been raised and the appeal is ongoing.

In addition, the Charitable Foundation's previous appeals continued to receive donations, which allowed further grants to be made to Southend University Hospital.

- Continuing donations for the Healing Hearts Appeal allowed a grant of £27,198 to be made to the Cardiac Care Unit, which used it to purchase an ECG machine and an ambulatory monitor
- A grant of £4,432 was made from the Building Blocks Appeal to the Lighthouse Child Development Centre for the purchase of a new plinth and educational toys
- The Leukaemia Unit Appeal received a grant of £14,350, enabling the purchase of new pumps

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All grants were paid to funds, under the umbrella of Southend Hospital Charity, that support these specific areas of the Hospital

Income

During the year the Foundation's income amounted to £251,823 This includes £10,611 tax claimed as a result of donors completing "Gift Aid" forms when they made their donations

Our thanks go to all those individuals, organisations, clubs and companies whose hard work and commitment has helped us to reach and exceed our targets

Expenditure

In addition to the grants made to Southend University Hospital, further expenditure of £17,553 was incurred during 2006/7 This included £6,788 spent on fundraising and publicity initiatives, and a charge of £10,000 for administration and finance support from Southend University Hospital

DIRECTORS' INTERESTS

The company is limited by guarantee so has no shareholders None of the directors has any beneficial interest in the company

The directors' report is prepared in accordance with special provisions of part VII of the Companies Act 1985 relating to small companies

By order of the Trustees

Signed



Date

18 03 08

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF SOUTHEND HOSPITAL CHARITABLE FOUNDATION

We have audited the financial statements of Southend Hospital Charitable Foundation for the year ended 30 September 2007 on pages 9 to 14. These financial statements have been prepared under the accounting policies set out therein.

This report is made solely to the charity's members, as a body, in accordance with Section 235 of the Companies Act 1985. Our audit work has been undertaken so that we might state to the charity's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditors

The responsibilities of the trustees (who are also the directors of Southend Hospital Charitable Foundation for the purpose of company law) for preparing the Annual Report and the financial statements in accordance with applicable law, United Kingdom Accounting Standards and the Charities Statement of Recommended Practice (United Kingdom Generally Accepted Accounting Practice) are set out in the Statement of Trustees' Responsibilities.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you if, in our opinion, the Trustees' Annual Report is not consistent with the financial statements, if the charity has not kept proper accounting records, if we have not received all of the information and explanations we require for our audit, or if information specified by law regarding trustees' remuneration and transactions with the charity is not disclosed.

We read other information contained in the Trustees' Annual Report, and consider whether it is consistent with the audited financial statements. We consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies with the financial statements. Our responsibilities do not extend to any other information.

Basis of audit opinion

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland), issued by the Auditing Practices Board. An audit includes an examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgments made by the trustees in the preparation of the financial statements and of whether the accounting policies are appropriate to the charity's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

Opinion

In our opinion the financial statements

- give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice, of the state of the charity's affairs as at 30 September 2007 and of its incoming resources and application of resources, including its income and expenditure for the year then ended, and

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- have been properly prepared in accordance with the Companies Act 1985, and
- the information given in the Trustees' Report is consistent with the financial statements

NSO Associates LLP

NSO Associates LLP
Chartered Certified Accountants and Registered Auditors
75 Springfield Road
Chelmsford
Essex
CM2 6JB

Date *25 March 2008*

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ANNUAL ACCOUNTS

Year Ended 30 September 2007

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STATEMENT OF TRUSTEES' RESPONSIBILITIES

The charity's trustees are responsible for preparing the Annual Report and financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and its financial activities for that period. In preparing those financial statements, the trustees are required to

- a) select suitable accounting policies and apply them consistently,
- b) make judgments and estimates that are reasonable and prudent,
- c) state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements,
- d) prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ascertain the financial position of the charity and which enable them to ensure that the financial statements comply with Companies Act 1985. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees confirm that so far as they are aware, there is no relevant audit information of which the charity's auditors are unaware. They have taken all the steps that they ought to have taken as trustees in order to make themselves aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

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Statement of Financial Activities
For the year ended 30 September 2007

			2006-07	2005-06
	Note	Restricted Funds £	Total Funds £	Total Funds £
Incoming Resources				
Donations & Legacies		240,182	240,182	344,755
Investment income		1,030	1,030	7,626
Other incoming resources		10,611	10,611	3,936
Total Incoming Resources		251,823	251,823	356,317
Resources Expended				
Grants payable	2 1	478,480	478,480	662,766
Other direct charitable expenditure		-	-	-
Total direct charitable expenditure		478,480	478,480	662,766
Fundraising and publicity		6,788	6,788	3,395
Governance	3	10,765	10,765	10,544
Total other expenditure	4	17,553	17,553	13,939
Total Resources Expended		496,033	496,033	676,705
Net incoming/(outgoing) resources	5	(244,210)	(244,210)	(320,388)
Net Movement in Funds		(244,210)	(244,210)	(320,388)
Fund balances brought forward at 1 October 2006		405,022	405,022	725,410
Fund balances carried forward at 30 September 2007	6	160,812	160,812	405,022

The notes at pages 11 to 14 form part of this account

The Statement of Financial Activities has been prepared on the basis that all operations are continuing operations

There are no recognised gains and losses other than those posted through the SOFA

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Balance Sheet as at 30 September 2007

	Note	30 September 2007 £	30 September 2006 £
Current Assets			
Debtors	9	22,402	71,328
Cash at bank and in hand		<u>143,407</u>	<u>334,399</u>
		165,809	405,727
Current Liabilities			
Creditors Amounts falling due within one year	10	4,997	705
Net Assets		<u>160,812</u>	<u>405,022</u>
Income Funds			
Restricted	11	160,812	405,022
Unrestricted		-	-
Total Funds		<u>160,812</u>	<u>405,022</u>

The notes at pages 11 to 14 form part of this account

Approved by the Trustees

Signed



Date

16/03/08

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NOTES TO THE ACCOUNTS

1 Accounting Policies

1.1 Basis of Preparation

These accounts have been prepared in accordance with the Statement of Recommended Practice - Accounting for Charities, applicable Accounting Standards and the requirements of the Companies Act 1985. They have been prepared under the historical cost convention.

1.2 Incoming Resources

The policies followed, which deal with income, voluntary assistance and donations, are:

- a) **Cash donations**, gifts, legacies, investment income and cash collected from fund raising events are included in full in the statement of financial activities as soon as the conditions for receipt have been met and there is a reasonable assurance of receipt.
- b) **Gifts in Kind**
 - I Assets given for distribution by the funds are included in the Statement of Financial Activities only when distributed.
 - II Assets given for use by the funds (e.g. property for its own occupation) are included in the Statement of Financial Activities as incoming resources when receivable.
 - III Gifts made in kind but on trust for conversion into cash and subsequent application by the funds are included in the accounting period in which the gift is sold.

In all cases the amount at which gifts in kind are brought into account is either a reasonable estimate of their value to the funds or the amount actually realised. The basis of the valuation is disclosed in the annual report.

1.3 Change in the Basis of Accounting

There has been no change in the basis of accounting during the period.

1.4 Reserves are defined by the Charity Commission as:

Income which becomes available to the charity and is to be expended at the trustees' discretion in furtherance of any of the charity's objects, but which is not yet spent, committed or designated. Reserves therefore relate to unrestricted funds only as far as they are not committed. All the funds of this charity are restricted.

2 Details of Resources Expended

2.1 Grants made to institutions

Grants to Southend Hospital Charity are normally timed to coincide with major stages of the appeal project. The grants paid in the year ended 30 September 2007 totalled £478,480 (2006 £662,766), paid over to Southend Hospital Charity.

2.2 Grants paid to individuals

No grants have been made to individuals.

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3 Analysis of Governance Costs

	Restricted Funds	2006/07 Total Funds	2005/06 Total Funds
	£	£	£
Audit fee	750	750	705
Accountants fee	-	-	(176)
Annual Return Fee	15	15	15
Operating Expenses Recharge	10,000	10,000	10,000
	<u>10,765</u>	<u>10,765</u>	<u>10,544</u>

4 Analysis of Total Other Expenses

	Direct Charitable Expenditure	Fundraising and Publicity	Governance	2006/07 Total	2005/06 Total
	£	£	£	£	£
Audit fee	-	-	750	750	705
Other	-	6,788	10,015	16,803	13,234
	<u>-</u>	<u>6,788</u>	<u>10,765</u>	<u>17,553</u>	<u>13,939</u>

4.1 Staff Costs

The charity has not employed any staff in the period

5 Changes in Resources Available for Charity Use

	Restricted Funds	2006/07 Total Funds	2005/06 Total Funds
	£	£	£
Net movement in funds available for future activities	<u>(244,210)</u>	<u>(244,210)</u>	<u>(320,388)</u>

6 Analysis of Net Assets Between Funds

	Restricted Funds	30 September 2007 Total Funds	30 September 2006 Total Funds
	£	£	£
Current assets	165,809	165,809	405,727
Current liabilities	<u>(4,997)</u>	<u>(4,997)</u>	<u>(705)</u>
	<u>160,812</u>	<u>160,812</u>	<u>405,022</u>

7 Fixed Assets

The Charity did not hold any property, equipment or other assets during the period

8 Analysis of Fixed Asset Investments

The Charity did not hold any investments during the period

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9 Analysis of Debtors

	30 September 2007	30 September 2006
	£	£
Income tax recoverable under Gift Aid	10,611	3,936
Amount due from NHS Trust	11,791	67,392
Total debtors	22,402	71,328

10 Analysis of Creditors

	30 September 2007	30 September 2006
	£	£
Amounts falling due within one year:		
Grants payable	-	-
Other creditors	4,997	705
Total creditors	4,997	705

11 Restricted Funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations & grants held on trust to be applied for specific purposes

	30 September 2006	Movement in Funds:		30 September 2007
	£	Income	Expenditure	£
		£	£	
Leukaemia Unit	15,525	2,238	(14,350)	3,413
Children's Centre	4,072	687	(4,432)	327
Healing Hearts	28,336	2,381	(27,198)	3,519
Pinpoint	357,089	107,936	(437,815)	27,210
Strokebusters	-	138,581	(12,238)	126,343
Total	405,022	251,823	(496,033)	160,812

12 Contingencies

There were no contingencies at 30 September 2007 or 2006 as the Foundation is only liable for the target figure to be raised on each project. Any further contributions require prior approval by the Trustees.

13 Commitments

There were no commitments at 30 September 2007 or 2006, other than those provided for in these accounts.

14 Trustee and Connected Persons Transactions

14.1 Trustee Remuneration and Expenses

None of the Trustees have received any remuneration, expenses or other financial benefit from the Charity.

14.2 Trustee Indemnity Insurance

No indemnity insurance has been purchased.

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15 Connected Organisations

Southend University Hospital NHS Foundation Trust provides administrative support which includes fundraising activities and the recording and banking of donations received. An annual contribution of £10,000 is made by the Charitable Foundation to the NHS Foundation Trust in return for this support. The NHS Foundation Trust's Fundraising Department regularly receives income and purchases items on behalf of the Charitable Foundation, and the net value is paid to the Charitable Foundation monthly. At 30 September 2007 the amount owed by the NHS Foundation Trust to the Charitable Foundation was £11,791 (2006 - £67,392).

16 Controlling Party

There is no ultimate controlling party.