STAFFORD AND CANNOCK LEAGUE OF HOSPITAL FRIENDS

England & Wales · Charity number 1001476

Details

Other names	STAFFORD HOSPITALS & COMMUNITY FRIENDS, STAFFORD LEAGUE OF HOSPITAL FRIENDS
Status	Registered
Legal form	Charitable company
Company number	02545804
Registered	1991-01-09
Register	View on the Charity Commission register

Contact

Address	Eastgate Street Stafford Stafford ST16 2NQ
Phone	01785250625
Email	enquiries@sclohf.co.uk
Website	www.staffordandcannocklof.org

Activities

Objects: TO RELIEVE AND ASSIST PATIENTS AND FORMER PATIENTS, AND THE FAMILIES OF PATIENTS AND FORMER PATIENTS, PRIMARILY OF THE TRUSTS LISTED BELOW WITHIN THE AREA OF STAFFORDSHIRE WHO ARE SICK, CONVALESCENT, DISABLED, HANDICAPPED, INFIRM OR IN NEED OF FINANCIAL ASSISTANCE, AND GENERALLY TO SUPPORT THE CHARITABLE WORK OF THE SAID HOSPITALS WHICH ARE:-UNIVERSITY HOSPITALS NORTH MIDLANDS NHS TRUSTROYAL WOLVERHAMPTON HOSPITALS NHS TRUSTSOUTH STAFFORDSHIRE AND SHROPSHIRE HEALTHCARE NHS FOUNDATION TRUSTANY OTHER HEALTH CENTRE, CLINIC, HOMES AND OTHER PREMISES PROVIDING HEALTH CARE FACILITIES IN THE AREA OF STAFFORDSHIRE AND CO-TERMINUS WITH TRUST BOUNDARIES LISTED ABOVE. TO ASSIST IN THE REHABILITATION AND RESETTLEMENT OF PATIENTS AND FORMER PATIENTS BY THE PROVISION OF HOSTELS, GROUP HOMES AND SINGLE-PERSON RESIDENTIAL ACCOMMODATION, AND REST AND CONVALESCENT HOMES FOR THE USE AND BENEFIT OF SUCH PERSONS.

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Activities: Fund raising activities for provision of material benefits to University Hospital of North Midlands (County Hospital), The Royal Wolverhampton Hospitals NHS Trust (Cannock Chase Hospital) and South Staffs & Shrops Healthcare Foundation NHS Trust, (St George's Hospital) Outpatient Coffee Bars in all hospital Trust.

Classification

- **How:** Makes Grants To Individuals, Makes Grants To Organisations, Provides Human Resources, Provides Services
- **What:** General Charitable Purposes
- **Who:** The General Public/mankind

Geography

- **Area of benefit:** BOROUGH OF STAFFORD
- Staffordshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£1,679,556	£1,466,644	£1,817,558	28
2024-03-31	£1,756,231	£1,500,677	£1,604,646	23
2022-12-31	£1,240,509	£1,090,967	£1,349,092	19
2021-12-31	£1,137,234	£1,006,007	£1,199,550	16
2020-12-31	£1,016,718	£943,056	£1,068,323	17

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Trustees

Name	Role	Appointed
Valerie Jones	Chair	2017-09-28
Carole Holdcroft		2019-03-26
Colin Sutton		2026-03-26
Deborah Jane Moores		2018-04-26
Harold Thomas Bould		2015-09-10
Ian Keith Hinton		2025-02-03
JOHN ALAN DAY		2015-09-10
Jane Landick		2023-01-25
Malcolm Hill		2021-02-25
Wendy Powell		2019-01-29
Yvonne Angela Buckland		2019-07-16

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STAFFORD AND CANNOCK LEAGUE OF HOSPITAL FRIENDS

England & Wales - Charity number 1001476

Accounts

REGISTERED COMPANY NUMBER: 02545804 (England and Wales)

REGISTERED CHARITY NUMBER: 1001476

REPORT OF THE TRUSTEES AND

FINANCIAL STATEMENTS FOR YEAR ENDED 31 MARCH 2025

FOR

STAFFORD AND CANNOCK LEAGUE OF HOSPITAL FRIENDS

Deans
Chartered accountants
Statutory auditor
Gibson House
Hurricane Court
Hurricane Close
Stafford
ST16 1GZ

STAFFORD AND CANNOCK LEAGUE OF HOSPITAL FRIENDS

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STAFFORD AND CANNOCK LEAGUE OF HOSPITAL FRIENDS

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2025

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2025. The trustees have adopted the provisions of 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 2019).

STRATEGIC REPORT

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

02545804 (England and Wales)

Registered Charity number

1001476

Registered office

1 Eastgate Street
Stafford
ST16 2NQ

Trustees

Mr H T Bould Construction Manager
Mrs Y A Buckland Semi Retired
Mr J A Day Retired Lecturer
Mr M C F Hill
Mrs C A Holdcroft Retired
Mrs V Jones Retired Director Of Nursing
Mrs D J Moores Retired Ahp Lead
Mrs W Powell Retired
Mrs J Landick Retired
Mr R C Crookshank (appointed 06.02.2025)
Mr I K Hinton (appointed 03.02.2025)

Company Secretary

Mrs J K Landick

REFERENCE AND ADMINISTRATIVE DETAILS

Auditors

Deans
Chartered accountants
Statutory auditor
Gibson House
Hurricane Court
Hurricane Close
Stafford
ST16 1GZ

The Trustees have pleasure in presenting their annual report together with the consolidated financial statements of the charity and its subsidiary for the year ended 31 March 2025 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

Statutory background

The Charities Act 2011 section 132 requires the Trustees to prepare in respect of each financial year an annual report containing prescribed information and to transmit such report to the Charity Commissioners (having attached to it the financial statement of accounts for such financial year). The Trustees have also taken account of the Charity Commissioners' Statement of Recommended Practice (SORP FRS102) in respect of making this report.

Objectives and activities

A major part of the organisation's role is housing vulnerable people and this is achieved by property rental and a portfolio of owned properties. This allows the organisation to house individuals with needs that meet the objectives of the charity which include mental health, offending history and vulnerability. There is a direct link between the hospitals and a public benefit by the organisation offering supported housing to these individuals.

Aims of the organisation

1) Provide housing to vulnerable individuals with mental health and addiction issues.
2) Provide support and a service to patients and their families providing healthy choices via our catering outlets at local hospitals in Stafford and Cannock
3) Helping individuals to get back into employment by raising their self -esteem.
4) Ensuring healthy choices are always available at any catering outlet we support as an organisation, along with support and encouragement.

Strategies

1) The charity works with Housing Benefit, Stafford Borough Council, Cannock District Council, South Staffs Council and Walsall Council and offers an Inreach Service to the inpatients on the wards at St George's Hospital, Stafford and Redwoods Hospital, Shrewsbury, on a weekly basis viewing their needs regarding paperwork to claim benefits and moving on to supported Housing.
2) Food compliance are in place at all catering outlets and is reported to our Governance Committee.
3) Providing voluntary work for individuals to give a service to our local hospitals.
4) Providing supported housing to individuals and support them to move onto independent living, clients are given questionnaires to complete to improve the service the charity gives. Provide an Inreach Service to inpatients at Midlands Partnership NHS Foundation Trust to support them to move onto supported housing.

Achievements and performance

Whilst the League struggled the previous year to meet its Business Plan target for properties, due to circumstances beyond its control, it has now exceeded that target with the potential to surpass next year. The impact for strategic direction for the League nearing a major threshold will be discussed at the Annual Trustee Away Day. The League continues to achieve a surplus and has healthy reserves with investments making a reasonable return. The League now owns 12 properties and the benefits, costs and risks of further purchases are kept under review.

The footfall for the Friends Café at Cannock Hospital continued to increase and as predicted has now achieved a surplus with the Cook Chill Meals well established. An income generation scheme of selling Greetings Cards has recently been introduced although it is too early to measure impact.

The Coffee Bar footfall remains poor however it is felt that its location and proximity to the waiting rooms to Outpatients waiting area, provides a social good benefit and enhances the relationship with the hospital. This decision will be kept under review by the Board.

Of the four League Catering Outlets, the Friends Café remains the most successful although Stafford Coffee Bar and St George's Coffee Bar are now showing a break-even position. The change from deficit for St George's Coffee Bar from last year is due to a change in regulation from disposable to reusable vaping products with the League managing to secure a profitable contract with a supplier.

The Fundraising Working Group continued to be very active with their stall at Penkridge Market, bucket collections at supermarkets and also supported the Cannock Rotary Club Father Xmas Collection at Tesco in Heath Hayes. Once again, they have well exceeded their target of £7,000 successfully with a total of £9,246.70 target for next year remains at £7,000.

The "Meet and Greet" role established for the volunteers at Cannock Hospital has been very successful demonstrated by the numbers and high satisfaction levels recorded. An initial social media strategy has been developed and we are seeing a substantial increase in the number of posts submitted by the League with the response growing steadily. Further development of the League image with other media outlets such as the local press is planned.

Two new trustees have joined the League who have skills and experience identified as deficient in the Board membership; Richard Crookshank in property purchase and Ian Hinton in media and marketing respectively are welcome additions to the Board.

Following the strategic actions agreed at the Trustee Away Day an organisational review of the League structure and capacity was undertaken to meet current and future expansion. This included the Finance Department following the decision of the League's Treasurer to stand down from the paid post of Accountant, although pleased to report that she will continue as the Treasurer to have strategic oversight of financial issues. The new Head of Finance brings a range of financial and business skills from his experience in commerce and will be an asset to the League.

We continue to use the Charity Commission's Governance Code Framework to audit the level of compliance and identify any gaps in our governance structure and systems. This is reported to the Board through the Governance Committee. The new Company Secretary conducted an independent review which she concluded the League compliance as being good.

The Chief Executive and the Housing Team continue to develop the Supported Housing Service through Inreach and Outreach Services. However, the development of those additional services, previously unique, have been a double-edged sword with the League staff being actively recruited by the Trusts to deliver them inhouse.

The charity retains its preferred provider status with Local Authority Housing Departments, the main funding partners and we remain committed to demonstrating a "value for money" philosophy whilst providing the highest level of support to the residents. There is a potential risk however to this relationship from the changes due to occur with the Government's plans for devolution.

The charity would like to thank family, friends and the local communities who have generously donated to the charity in so many ways this past year.

Training
We have a training schedule for all staff, trustees and volunteers and this is reviewed regularly and forms a part of the Board Report. Training and staff appraisal records for all staff are maintained and reviewed throughout the year with the achievement target reported quarterly to the Board along with other Key Performance Indicators. New training has been provided in response to the requirement to undertake regular Mould risk assessments following the tragic child death in Rochdale.

Financial Review
The financial statements for the year have been prepared in accordance with the accounting policies set out in the notes to the accounts and comply with the charity's governing document, the Charities Act 2011, the Companies Act 2006, and the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP FRS102).

The financial statements consolidate the results of Stafford and Cannock League of Hospital Friends and its trading subsidiary.

Funds in the charity have increased to £1,817,558 from £1,604,646. Rental income has decreased from £1,302,592 to £1,253,403 in the year.

The trading subsidiary, Cannock Chase Trading Limited, operates coffee bars and a cafe in the local hospitals.

During the year the charity achieved income of £1,679,556 (2024 - £1,756,231) with expenditure of £1,466,644 (2024 - £1,500,677). Thus, decreased the surplus of the charity to £212,912 (2024 - £255,554).

Reserves Policy
It is a policy of the Board to hold unrestricted reserves equal to five months of operating expenditure. It is judged that the five months reserves is sufficient to maintain operations should a shortfall in income arise and to cover risks and contingencies that would require an outlay of expenditure above a normal level. For reserves in excess of the reserves policy, the Trustees will assess the optimal usage of these funds to enable the charity to maximise its benefits.

The charities total reserves of £1,817,558 (2024 - £1,604,646) at the year-end were in excess of five months' worth of operating expenditure.

Grant Making Policy
The charity gives donations to County Hospital, St George's Hospital in Stafford and Cannock Chase Hospital. The hospitals do inform the League of Friends what projects they would like the donation to go towards. If the donation is £1,000 or less it is approved by the Chief Executive, however if the donation is over £1,000 then approval is needed from the Chairman and Treasurer. All donations given must be for the benefit of patients.

The League of Friends had arranged a variety of fundraising events throughout the year to boost the organisation's surplus. This was covered earlier in this report.

Investment Powers
The charity has the power to make any investment which the Trustees see fit. An investment platform managed by Investec was implemented in order to enhance the opportunity to maximise the returns from the Charity's cash reserves.

Governance and Management Structure
The charity is a company limited by guarantee and is managed by its trustees. The trustees are its Directors for the purposes of company law. The governing document is the Memorandum & Articles of Association reviewed and dated June 2021. It is registered as a charity with the Charity Commission.

The current trustees of the charity are listed in the reference and administrative information on page 1. The Board of Trustees meet regularly and have no beneficial interest in the charity.

The power of appointing new trustees is vested in the Board, composed of existing trustees.
Board Sub Committees have been set up and these Committees report back to the Board of Trustees.

Key Personnel are the people with the authority and responsibility for planning, directing, and controlling the activities of the charity. The arrangements for setting the pay of key personnel are made by the Board of Trustees.

The Trustees have also complied with the duty in section 4 of the Charities Act 2011 to have due regard to the guidance published by the Charity Commission in relation to the public benefit of the charity.

Induction and Training of Trustees
The Trustees are committed to the provision of a high quality service to all customers. Against this commitment, they see the recruitment, selection and induction of all Trustees as a vital issue. It is acknowledged that we work and live in a diverse society, and, insofar as it is compatible with the policy on equal opportunities, they welcome diversity among its Trustees. The detailed criteria and procedures are available from the charity's Secretary. There is a League Carbon Reduction Strategy and Action Plan which is reported to Governance Committee and Board.

Risk Management
There is a Governance Assurance Framework and an active Risk Register which is sent to the Board of Trustees on a bi-monthly basis highlighting any current / new risks. The charity is continuing with the policy of purchasing accommodation due to the potential impact on housing benefits, in the future making the League less reliant on landlords for accommodation. It has been agreed that this can flex from one to two bedded accommodation dependant on the offer available. The number of tenants is in line with the adjusted Business Plan target for the reasons explained in this report.

Future Plans for the Charity
The Board of Trustees have an important role to develop and monitor strategy direction and future of the Charity.

The League has a strategic business plan in place agreed by the Board of Trustees which has been reviewed by the Board in May 2025.

Related Parties
Neither the charity, nor any trustees on its behalf, holds any assets for another charity.

Cannock Chase Hospital Trading Limited is a trading subsidiary of the charity. It operates the coffee bars and café in the hospitals. Mr H T Bould, Mrs Y A Buckland and Mrs K Landick, all of whom are trustees of Stafford and Cannock League of Hospital Friends and are Directors and Shareholders (as nominees) of Cannock Chase Hospital Trading Limited. They have agreed that any profit made by the company will be gift aided to the charity.

From 1 January 2019, the Coffee Bars at County Hospital and St George's Hospital, Stafford have traded through Cannock Chase Hospital Trading Limited.

The results from the trading subsidiary are consolidated into the financial statements of the charity.

Indemnity Insurance
The charity has within its general insurance policy cover to indemnify the trustees against the consequences of any neglect or default on their part. The cost to the charity of this insurance has not been separately identified; however, it is included in other expenses (Note 10).

Statement of Trustees' responsibilities
The trustees (who are also the directors of Stafford and Cannock League Of Hospital Friends for the purposes of company law) are responsible for preparing the Report of the Trustees 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 financial 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 those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to 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.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

AUDITORS
The auditors, Deans, will be proposed for re-appointment at the forthcoming Annual General Meeting.

Report of the trustees, incorporating a strategic report, approved by order of the board of trustees, as the company directors, on 9/12/25 and signed on the board's behalf by:

V. Jones

V Jones - Trustee

Opinion

We have audited the financial statements of Stafford And Cannock League Of Hospital Friends (the 'parent charitable company') and its subsidiaries (the 'group') for the period ended 31 March 2025 which comprise the Consolidated Statement of Financial Activities, the Consolidated and Parent Balance Sheet, the Consolidated and Parent Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the groups and parent charitable company's affairs as at 31 March 2025 and of the group's incoming resources and application of resources, including its income and expenditure, for the period then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006 and the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Report of the Trustees but does not include the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the Report of the Trustees is inconsistent in any material respect with the financial statements; or
- the charitable company has not kept adequate accounting records; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Our responsibilities for the audit of the financial statements
We have been appointed as auditors under Section 151 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

- Inspection of board minutes both during and after the reporting period to identify any discussions of non-compliance;
- Communication with management before, during and after the audit fieldwork to confirm instances of non-compliance;
- Auditing the risk of management override of controls, including through testing journal entries and other adjustments for appropriateness, and evaluation of the business rationale of significant transactions outside the normal course of business;
- Reviewing financial statement disclosures and testing to supporting documentation to assess compliance with applicable laws and regulations.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

REPORT OF THE INDEPENDENT AUDITORS TO THE TRUSTEES OF STAFFORD AND CANNOCK LEAGUE OF HOSPITAL FRIENDS

Use of our report

This report is made solely to the charitable company's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charitable company's trustees those matters we are required to state to them in an auditors' 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 charitable company and the charitable company's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Deans
Chartered accountants
Statutory auditor
Eligible to act as an auditor in terms of Section 1212 of the Companies Act 2006
Gibson House
Hurricane Court
Hurricane Close
Stafford
ST16 1GZ

Date: 9/12/25

STAFFORD AND CANNOCK LEAGUE OF HOSPITAL FRIENDS

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING CONSOLIDATED INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31 MARCH 2025

	Notes	Unrestricted fund £	Restricted fund £	2025 Total funds £	2024 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	3	9,680	72,888	82,568	92,186
Charitable activities	6				
Charitable activities		1,253,403	-	1,253,403	1,302,592
Other trading activities	4	325,171	-	325,171	346,170
Investment income	5	18,414	-	18,414	15,283
Total		1,606,668	72,888	1,679,556	1,756,231
EXPENDITURE ON					
Charitable activities	7				
Charitable activities		1,117,396	77,888	1,195,284	1,222,433
Fundraising costs		271,360	-	271,360	278,244
Total		1,388,756	77,888	1,466,644	1,500,677
NET INCOME		217,912	(5,000)	212,912	255,554
Transfers between funds	19	(7,134)	7,134	-	-
Net movement in funds		210,778	2,134	212,912	255,554
RECONCILIATION OF FUNDS					
Total funds brought forward		1,599,646	5,000	1,604,646	1,349,092
TOTAL FUNDS CARRIED FORWARD		1,810,424	7,134	1,817,558	1,604,646

The notes form part of these financial statements

STAFFORD AND CANNOCK LEAGUE OF HOSPITAL FRIENDS

CONSOLIDATED BALANCE SHEET
31 MARCH 2025

	Notes	Group 2025 £	Group 2024 £	Charity 2025 £	Charity 2024 £
FIXED ASSETS					
Tangible assets	15	973,488	891,068	968,751	889,749
Investments	16	-	-	-	-
		973,488	891,068	968,751	889,749
CURRENT ASSETS					
Stock		5,885	7,015	-	-
Debtors	17	121,463	137,008	287,113	293,225
Cash at bank and in hand		822,546	673,460	749,471	603,924
		949,894	817,483	1,036,584	897,149
CREDITORS					
Amounts falling due within one year	18	(105,824)	(103,905)	(78,270)	(72,664)
NET CURRENT ASSETS		844,070	713,578	958,314	824,485
TOTAL ASSETS LESS CURRENT LIABILITIES		1,817,558	1,604,646	1,927,065	1,714,234
NET ASSETS		1,817,558	1,604,646	1,927,065	1,714,234
FUNDS	19				
Unrestricted funds:					
Unrestricted fund		1,810,424	1,604,646	1,919,931	1,714,234
Restricted funds:					
Restricted funds		7,134	-	7,134	-
TOTAL FUNDS		1,817,558	1,604,646	1,927,065	1,714,234

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the period ended 31 March 2025.

The members have not deposited notice, pursuant to Section 476 of the Companies Act 2006 requiring an audit of these financial statements.

The trustees acknowledge their responsibilities for

(a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and

(b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been audited under the requirements of Section 145 of the Charities Act 2011.

The notes form part of these financial statements

CONSOLIDATED BALANCE SHEET - continued
31 MARCH 2025

The financial statements were approved by the Board of Trustees and authorised for issue on 9/12/25 and were signed on its behalf by:

V. Jones

V Jones - Trustee

The notes form part of these financial statements

STAFFORD AND CANNOCK LEAGUE OF HOSPITAL FRIENDS

CONSOLIDATED CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 MARCH 2025

	Note	Group 2025 £	Group 2024 £	Charity 2025 £	Charity 2024 £
Cash flow from operating activities	20	224,772	194,979	216,547	181,396
Net cash flow from operating activities		224,772	194,979	216,547	181,396
Cash flow from investing activities					
Interest		18,414	15,283	18,414	15,283
Purchase of tangible fixed assets		(94,100)	(78,865)	(89,414)	(78,864)
Net cash flow from investing activities		(75,686)	(63,582)	(71,000)	(63,581)
Net increase/ (decrease) in cash and cash equivalents		149,086	131,397	145,547	117,815
Cash and cash equivalents brought forward		673,460	542,063	603,924	486,109
Cash and cash carried forward		822,546	673,460	749,471	603,924
Cash and cash equivalents consists of:					
Cash at bank and in hand		822,546	673,460	749,471	603,924
Cash and cash equivalents at 31.03.2025		822,546	673,460	749,471	603,924

The notes form part of these financial statements

1. STATUTORY INFORMATION

The charity is a company limited by guarantee. The members of the company are the trustees named on page 1. The registered office address is 1 Eastgate Street, Stafford, ST16 2NQ.

2. ACCOUNTING POLICIES

Basis of preparing the financial statements
Stafford and Cannock League of Hospital Friends is a charitable company limited by guarantee in the United Kingdom. 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. The address of the registered office is given in the charity information on page 1 of these financial statements. The nature of the charity's operations and principal activities are to provide supported housing for people enduring mental illness and to provide a range of retail services within local hospitals.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with 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 (effective 1 January 2019), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

Income recognition
All incoming resources are included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably, and it is probable that the income will be received.

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained, then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

Donated facilities and donated professional services are recognised in income at their fair value when their economic benefit is probable, it can be measured reliably, and the charity has control over the item.

No amount is included in the financial statements for volunteer time in line with the SORP. Further detail is given in the Trustees' Annual Report.

Gifts in kind donated for resale are included at fair value, where it is impracticable to fair value the items due to the volume of low value items they are not recognised in the financial statements until they are sold. This income is recognised within 'Income from other trading activities'.

continued...

2. ACCOUNTING POLICIES - continued

Income recognition
Income from trading activities includes income earned from fundraising events and trading activities to raise funds for the charity. Income is received in exchange for supplying goods and services in order to raise funds and is recognised when entitlement has occurred.

Income from government and other grants are recognised at fair value when the charity has entitlement after any performance conditions have been met, it is probable that the income will be received, and the amount can be measured reliably. If entitlement is not met, then these amounts are deferred.

Investment income is earned through holding assets for investment purposes such as shares and property. It includes dividends, interest and rent. Where it is not practicable to identify investment management costs incurred within a scheme with reasonable accuracy the investment income is reported net of these costs. It is included when the amount can be measured reliably. Interest income is recognised using the effective interest method and dividend and rent income is recognised as the charity's right to receive payment is established.

Expenditure recognition
All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required, and the amount of the obligation can be measured reliably. It is categorised under the following headings:

- Costs of raising funds include the costs of commercial trading including fundraising expenditure and property rental costs.
- Expenditure on charitable activities includes grants payable in furtherance of the charity's objects, management, administration and governance.
- Other expenditure represents those items not falling into the categories above.

Irrecoverable VAT is charged as an expense against the activity for which expenditure arose.

Support costs allocation
Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office costs, governance costs, administrative payroll costs. They are incurred directly in support of expenditure on the objects of the charity and include project management carried out at Headquarters. Where support costs cannot be directly attributed to particular headings, they have been allocated to cost of raising funds and expenditure on charitable activities on a basis consistent with use of the resources. The analysis of these costs is included in note 10.

Tangible fixed assets
Tangible fixed assets are stated at cost (or deemed cost) or valuation less accumulated depreciation and accumulated impairment losses. Cost includes costs directly attributable to making the asset capable of operating as intended. Depreciation is provided on all tangible fixed assets, at rates calculated to write off the cost, less estimated residual value, of each asset on a systematic basis over its expected useful life as follows:

continued...

2. ACCOUNTING POLICIES - continued

Tangible fixed assets

Freehold property	- not provided
Long Leasehold property	- not provided
Fixtures & fittings	- 10-15% on cost
Motor vehicles	-25% on cost
Computer equipment	- 25% on cost

Investments in subsidiaries
Investments in subsidiary undertakings are recognised at cost.

Taxation
The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and 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.

Funds
Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for specific purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Leases
Rentals payable and receivable under operating leases are charged to the SoFA on a straight-line basis over the period of the lease.

Employee benefits
When employees have rendered service to the charity, short-term employee benefits to which the employees are entitled are recognised at the undiscounted amount expected to be paid in exchange for that service.

The charity operates a defined contribution plan for the benefit of its employees. Contributions are expended as they become payable.

Going concern
The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

continued...

2. ACCOUNTING POLICIES - continued

Debtors and creditors receivable / payable within one year
Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

Stock
Stock is included at the lower of cost or net realisable value. Provision is made for damaged, obsolete and slow-moving stock where appropriate.

3. DONATIONS AND LEGACIES

	2025	2024
	£	£
Donations	9,680	13,391
Grants	72,888	78,795
	82,568	92,186

Income from donations, legacies and grants was £82,568 (2024 - £92,186) of which £72,888 (2024 - £78,795) was attributable to restricted funds and £9,680 (2024 - £13,391) was attributed to unrestricted reserves.

Restricted grants received, included in the above, are as follows:

	2025	2024
	£	£
Housing/Forensic InReach	72,888	78,295
Training	-	-
Ukraine Project	-	500
	72,888	78,795

continued...

4. OTHER TRADING ACTIVITIES

	2025	2024
	£	£
Fundraising events	164	5,000
Coffee bar income	324,714	326,774
Other income	293	14,396
	325,171	346,170

Income from other trading activities was £325,171 (2024 - £346,170) of which £nil (2024 - £5,000) was restricted.

5. INVESTMENT INCOME

	2025	2024
	£	£
Interest receivable - trading	18,414	15,283

Income from investment income was £18,414 (2024 - £15,283) of which all was attributed to unrestricted reserves.

6. INCOME FROM CHARITABLE ACTIVITIES

		2025	2024
		£	£
Property rental	Charitable activities	1,253,403	1,302,592

Income from charitable activities was £1,253,403 (2024 - £1,302,592) of which all was attributed to unrestricted reserves.

7. CHARITABLE ACTIVITIES COSTS

	Direct Costs (see note 8)	Grant funding of activities (see note 9)	Support costs (see note 10)	Totals
	£	£	£	£
Charitable activities	442,323	4,242	748,719	1,195,284
Fundraising costs	167,017	-	104,343	271,360
	609,340	4,242	853,062	1,466,644

continued...

8. DIRECT COSTS

	2025	2024
	£	£
CHARITABLE ACTIVITIES		
Other operating leases	368,678	409,144
Rates and water	531	4,134
Light and heat	15,938	17,516
Property repairs	18,403	24,167
Furniture, fittings and refurbishment costs	38,444	33,669
TV licence	329	437
	442,323	489,067
FUNDRAISING COSTS		
Coffee bar direct costs	167,017	170,709
	609,340	659,776

Of the total direct costs, £56,847 (2024 - £46,795) was restricted.

9. GRANTS PAYABLE

	2025	2024
	£	£
Charitable activities	4,242	986

The total grants paid to institutions during the year was as follows:

	2025	2024
	£	£
St George's Hospital	254	986
Cannock hospital	1,410	-
General donation	2,578	-
	4,242	986

Amounts paid and committed total £4,242 (2024 - £986) and include St Georges Hospital £254 (2024 - £986) and Cannock Hospital £1,410 (2024 - £nil).

10. SUPPORT COSTS

	Management	Finance	Governance	Other	Totals
	£	£	£	£	£
Charitable activities	629,284	24,082	38,966	56,387	748,719
Fundraising costs	90,534	9,598	803	3,408	104,343
	719,818	33,680	39,769	59,975	853,062

continued...

10. SUPPORT COSTS - continued

Of the total support costs, £21,041 (2024 - £32,538) was restricted.

GOVERNANCE COSTS	2025 £	2024 £
Accountancy including auditors remuneration	17,849	18,092
Legal & professional fees	21,920	24,394
	39,769	42,486

Support costs, included in the above, are as follows:

	Charitable activities £	Fundraising costs £	2025 Total activities £	2024 Total activities £
Wages	474,732	76,586	551,318	505,116
Social security	36,093	3,748	39,841	36,367
Defined contribution pension costs	34,364	7,049	41,413	40,101
Other operating leases	46,410	-	46,410	51,676
Light and heat	3,666	-	3,666	7,691
Repairs and maintenance	13,107	1,883	14,990	15,184
Depreciation of tangible assets	10,413	1,268	11,681	14,932
Telephone	10,499	-	10,499	13,158
Office expenses	21,979	213	22,192	28,923
Bank charges	2,103	9,385	11,488	10,075
Hire of equipment	-	2,778	2,778	1,327
Accountancy	17,046	803	17,849	18,092
Legal and professional fees	21,920	-	21,920	24,394
Motor expenses	2,640	-	2,640	4,417
Employee travel expenses	11,412	422	11,834	11,070
Insurance	13,457	-	13,457	9,636
Computer software and maintenance	12,146	-	12,146	8,261
Bad debts	13,126	-	13,126	27,789
Other expenses	3,606	208	3,814	11,706
	748,719	104,343	853,062	839,915

continued...

11. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2025	2024
	£	£
Depreciation - owned assets	11,681	14,931
Other operating leases	368,678	409,144
Auditor's fee	14,490	13,800
Accountancy fees	1,218	1,105
Defined contribution pension costs	41,412	40,100

12. TRUSTEES' AND KEY MANAGEMENT PERSONNEL REMUNERATION AND BENEFITS

The trustees neither received nor waived any remuneration during the year (2024 - £nil).

The total amount of employee benefits received by key management personnel is £60,439 (2024 - £66,913).

The trustees consider its key management personnel comprise solely the Chief Executive.

Trustees' expenses

During the year, travel expenses were reimbursed to 2 (2024 - 2) trustees amounting to £739 (2024 - £736).

13. STAFF COSTS

	2025	2024
	£	£
Wages and salaries	551,318	505,116
Social security	39,841	36,366
Defined contribution pension costs	41,413	40,100
	632,572	581,582

The average monthly number of employees during the year was as follows:

	2025	2024
Raising funds	6	6
Charitable activities	21	16
Governance	1	1
	28	23

1 (2024 – 1) employee received emoluments above £60,000 during the current year.

continued...

13. STAFF COSTS - continued

Total redundancy / termination payments amount to £34,664 (2024 - £nil).

14. AUDITOR'S REMUNERATION

	2025	2024
Auditor's remuneration is as follows:	£	£
Audit fees	14,490	13,800
All other non-audit services	1,218	1,005
Total fees	15,708	14,805

15. TANGIBLE FIXED ASSETS – GROUP

	Freehold property £	Long leasehold £	Fixtures and fittings £
COST			
At 1 April 2024	157,155	700,572	71,871
Additions	-	86,949	4,686
At 31 March 2025	157,155	787,521	76,557
DEPRECIATION			
At 1 April 2024	-	-	51,292
Charge for year	-	-	4,002
At 31 March 2025	-	-	55,294
NET BOOK VALUE			
At 31 March 2025	157,155	787,521	21,263
At 31 March 2024	157,155	700,572	20,579

continued...

	Motor vehicles £	Computer equipment £	Totals £
COST			
At 1 April 2024	22,995	21,248	973,841
Additions	-	2,465	94,100
At 31 March 2025	22,995	23,713	1,067,941
DEPRECIATION			
At 1 April 2024	12,935	18,545	82,773
Charge for year	5,748	1,931	11,681
At 31 March 2025	18,683	20,476	94,454
NET BOOK VALUE			
At 31 March 2025	4,312	3,237	973,488
At 31 March 2025	10,060	2,703	891,068

The above properties are carried at cost of £944,676 (2024 - £857,727) at 31 March 2025.

continued...

15. TANGIBLE FIXED ASSETS – CHARITY

	Freehold property £	Long leasehold £	Fixtures and fittings £
COST			
At 1 March 2024	157,155	700,572	30,031
Additions	-	86,949	-
At 31 March 2025	157,155	787,521	30,031
DEPRECIATION			
At 1 March 2024	-	-	10,772
Charge for year	-	-	2,733
At 31 March 2025	-	-	13,505
NET BOOK VALUE			
At 31 March 2025	157,155	787,521	16,526
At 31 December 2024	157,155	700,572	19,259

	Motor vehicles £	Computer equipment £	Totals £
COST			
At 1 March 2024	22,995	21,248	932,001
Additions	-	2,465	89,414
At 31 March 2025	22,995	23,713	1,021,415,
DEPRECIATION			
At 1 March 2024	12,935	18,545	42,252
Charge for year	5,748	1,931	10,412
At 31 March 2025	18,683	20,476	52,664
NET BOOK VALUE			
At 31 March 2025	4,312	3,237	968,751
At 31 March 2024	10,060	2,703	889,749

The above properties are carried at cost of £944,676 (2024 - £857,727) at 31 March 2025.

continued...

16. FIXED ASSET INVESTMENTS

Stafford and Cannock League of Hospital Friends owns the entire issued share capital (£3) of Cannock Chase Hospital Trading Limited via three nominees that are also Trustees of Stafford and Cannock League of Hospital Friends.

Cannock Chase Hospital Trading Limited (company number - 07698767) was incorporated in England and Wales and its principal business is the provision of a coffee bar at Cannock Chase Hospital, which supports the aims of the charity. Its registered office is 1 Eastgate Street, Stafford, England, ST16 2NQ. All profits are donated to the charity.

The subsidiary undertaking is included in the consolidated accounts of the charity.

Summary of trading results	2025	2024
	£	£
Turnover	324,863	326,774
Expenditure	(324,782)	(336,904)
Profit / (loss)	81	(10,130)

The assets and liabilities of Cannock Chase Hospital Trading Limited were:

	2025	2024
	£	£
Assets	86,516	79,339
Liabilities	(196,023)	(188,927)
Net liabilities	(109,507)	(109,588)

17. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	Group		Charity	
	2025	2024	2025	2024
	£	£	£	£
Trade debtors	98,533	115,045	95,714	113,576
Other debtors	11,793	9,720	11,793	9,720
Amounts owed by group undertakings	-	-	168,469	157,686
Prepayments	11,137	12,243	11,137	12,243
	121,463	137,008	287,113	293,225

continued...

18. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	Group		Charity	
	2025	2024	2025	2024
	£	£	£	£
Trade creditors	49,337	63,010	32,313	42,176
Other creditors	14,386	4,143	14,386	4,143
VAT	8,191	8,044	-	-
Pension creditor	4,453	2,952	4,453	2,952
Accruals	29,457	25,756	27,118	23,393
	105,824	103,905	78,270	72,664

19. MOVEMENT IN FUNDS

	At 1.4.24	Net movement in funds	Transfers between funds	At 31.3.25
	£	£	£	£
Unrestricted funds				
Unrestricted fund	1,599,646	217,912	(7,134)	1,810,424
Restricted funds				
Restricted fund	5,000	(5,000)	7,134	7,134
TOTAL FUNDS	1,604,646	212,912	-	1,817,558

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
Unrestricted fund	1,606,668	(1,388,756)	217,912
Restricted funds			
Restricted fund	72,888	(77,888)	(5,000)
TOTAL FUNDS	1,679,556	(1,466,644)	212,912

Unrestricted funds
Supported housing – The provision of supported housing for clients with suffer from mental illness.
Hospital cafes – Providing a range of retail services within local hospitals within Cannock and Stafford.

Restricted funds
Housing InReach – Support services provided at various local wards to prepare clients for life outside of the hospital ward.
Training grant – Grants received to subsidise staff training in a range of skills.

continued...

19. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds:

	Balance at 1.1.23	Incoming funds	Funds used	Balance at 31.3.24
	£	£	£	£
Total funds	1,349,092	1,756,231	(1,500,677)	1,604,646

Comparative net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
Unrestricted fund	1,672,436	(1,421,882)	250,554
Restricted funds			
Restricted fund	83,795	(78,795)	5,000
TOTAL FUNDS	1,756,231	(1,500,677)	255,554

continued...

20. RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES

	Group		Charity	
	2025	2024	2025	2024
	£	£	£	£
Net movement in funds	212,912	255,554	212,831	265,685
Add back depreciation charge	11,681	14,932	10,412	14,225
Interest	(18,414)	(15,283)	(18,414)	(15,283)
Decrease / (increase) in stocks	1,130	(2,726)	-	-
Decrease / (increase) in debtors	15,544	(45,229)	6,112	(65,068)
(Decrease) / increase in creditors	1,919	(12,269)	(5,606)	(18,163)
Net cash used in operating activities	224,772,	194,979	216,547	181,396

21. OTHER FINANCIAL COMMITMENTS

Contractual commitments for the lease of housing flats, operating premises and vehicle leases contracted for but not provided in the financial statements amounted to £431,843 (2024 - £257,393).

22. RELATED PARTY DISCLOSURES

During the year, Sambuck Limited (a business owned by Mrs Y Buckland, a trustee of Stafford and Cannock League of Hospital Friends) invoiced the charity £5,490 (2024 - £6,673) for consultancy work. The balance at 31 March 2025 was £2,749 (2024 - £3,960).

23. PENSIONS AND OTHER POST-RETIREMENT BENEFITS

The charity operates a defined contribution pension plan for its employees. The amount recognised as an expense in the period was £41,412 (2024 - £40,100).

continued...

24. STATEMENT OF FINANCIAL ACTIVITIES – COMPARATIVE BY FUND TYPE

	Unrestricted fund £	Restricted fund £	2024 Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	3,862	36,750	40,612
Charitable activities			
Charitable activities	1,022,975	-	1,022,975
Other trading activities	173,176	-	173,176
Investment income	3,746	-	3,746
Total	1,203,759	36,750	1,240,509
EXPENDITURE ON			
Charitable activities			
Charitable activities	898,466	36,750	935,216
Fundraising costs	155,751	-	155,751
Total	1,054,217	36,750	1,090,967
NET INCOME	149,542	-	149,542
RECONCILIATION OF FUNDS			
Total funds brought forward	1,199,550	-	1,199,550
TOTAL FUNDS CARRIED FORWARD	1,349,092	-	1,349,092

continued...

STAFFORD AND CANNOCK LEAGUE OF HOSPITAL FRIENDS

DETAILED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2025

	2025 £	2024 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	9,680	13,391
Grants	72,888	78,795
	82,568	92,186
Other trading activities		
Fundraising events	164	5,000
Coffee bar income	324,714	326,774
Other income	293	14,396
	325,171	346,170
Investment income		
Interest receivable - trading	18,414	15,283
	18,414	15,283
Charitable activities		
Property rental	1,253,403	1,302,592
Total incoming resources	1,679,556	1,756,231
EXPENDITURE		
Charitable activities		
Other operating leases	368,678	409,144
Rates and water	531	4,134
Light and heat	15,938	17,516
Property repairs	18,403	24,167
Furniture, fittings and refurbishment costs	38,444	33,669
TV licence	329	437
Grants to institutions	4,242	986
	446,565	490,053

STAFFORD AND CANNOCK LEAGUE OF HOSPITAL FRIENDS

DETAILED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2025

	2025 £	2024 £
Raising funds		
Coffee bar direct costs	167,017	170,709
	167,017	170,709
Support costs		
Management		
Wages	551,318	505,116
Social security	39,841	36,367
Defined contribution pension costs	41,413	40,101
Other operating leases	46,410	51,676
Light and heat	3,666	7,691
Telephone	10,499	13,158
Repairs and maintenance	14,990	15,184
Fixtures & fittings	4,001	2,044
Computer equipment	1,931	5,702
Motor vehicles	5,749	7,186
	719,818	684,225
Governance		
Accountancy	17,849	18,092
Legal and professional fees	21,920	24,394
	39,769	42,486
Finance		
Office expenses	22,192	28,923
Bank charges	11,488	10,075
	33,680	38,998
Other		
Hire of equipment	2,778	1,327
Motor expenses	2,640	4,417
Employee travel expenses	11,834	11,070
Insurance	13,457	9,636
Computer software and maintenance	12,146	8,261
Bad debts	13,126	27,789
Other expenses	3,814	11,706
	59,795	74,206
Total resources expended	1,466,644	1,500,677
Net income	212,912	255,554

STAFFORD AND CANNOCK LEAGUE OF HOSPITAL FRIENDS

England & Wales - Charity number 1001476

Accounts

REGISTERED COMPANY NUMBER: 02545804 (England and Wales)

REGISTERED CHARITY NUMBER: 1001476

REPORT OF THE TRUSTEES AND

FINANCIAL STATEMENTS FOR THE PERIOD 1 JANUARY 2023 TO 31 MARCH 2024

FOR

STAFFORD AND CANNOCK LEAGUE OF HOSPITAL FRIENDS

Deans
Chartered accountants
Statutory auditor
Gibson House
Hurricane Court
Hurricane Close
Stafford
ST16 1GZ

STAFFORD AND CANNOCK LEAGUE OF HOSPITAL FRIENDS

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FOR THE PERIOD 1 JANUARY 2023 TO 31 MARCH 2024

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STAFFORD AND CANNOCK LEAGUE OF HOSPITAL FRIENDS

REPORT OF THE TRUSTEES
FOR THE PERIOD 1 JANUARY 2023 TO 31 MARCH 2024

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 December 2022. The trustees have adopted the provisions of 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 2019).

STRATEGIC REPORT

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

02545804 (England and Wales)

Registered Charity number

1001476

Registered office

Caxton House
North Walls
Stafford
ST16 3AD

Trustees

Mr H T Bould Construction Manager
Mrs Y A Buckland Semi Retired
Mr J A Day Retired Lecturer
M C F Hill
Mrs C A Holdcroft Retired
Mrs V Jones Retired Director Of Nursing
Mrs D J Moores Retired Ahp Lead
Mrs W Powell Retired
Mrs J Landick Retired (appointed 23.01.2023)

Company Secretary

Mrs J K Landick

REPORT OF THE TRUSTEES
FOR THE PERIOD 1 JANUARY 2023 TO 31 MARCH 2024

REFERENCE AND ADMINISTRATIVE DETAILS

Auditors

Deans
Chartered accountants
Statutory auditor
Gibson House
Hurricane Court
Hurricane Close
Stafford
ST16 1GZ

The Trustees have pleasure in presenting their annual report together with the consolidated financial statements of the charity and its subsidiary for the period ended 31 March 2024 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

Statutory background

The Charities Act 2011 section 132 requires the Trustees to prepare in respect of each financial year an annual report containing prescribed information and to transmit such report to the Charity Commissioners (having attached to it the financial statement of accounts for such financial year). The Trustees have also taken account of the Charity Commissioners' Statement of Recommended Practice (SORP FRS102) in respect of making this report.

Objectives and activities

A major part of the organisation's role is housing vulnerable people and this is achieved by property rental and a portfolio of owned properties. This allows the organisation to house individuals with needs that meet the objectives of the charity which include mental health, offending history and vulnerability. There is a direct link between the hospitals and a public benefit by the organisation offering supported housing to these individuals.

Aims of the organisation

1) Provide housing to vulnerable individuals with mental health and addiction issues.
2) Provide support and a service to patients and their families providing healthy choices via our catering outlets at local hospitals in Stafford and Cannock
3) Helping individuals to get back into employment by raising their self -esteem.
4) Ensuring healthy choices are always available at any catering outlet we support as an organisation, along with support and encouragement.

Strategies

1) The charity works with Housing Benefit, Stafford Borough Council, Cannock District Council, South Staffs Council and Walsall Council and offers an Inreach Service to the inpatients on the wards at St George's Hospital, Stafford and Redwoods Hospital, Shrewsbury, on a weekly basis viewing their needs regarding paperwork to claim benefits and moving on to supported Housing.
2) Food compliance are in place at all catering outlets and is reported to our Governance Committee.
3) Providing voluntary work for individuals to give a service to our local hospitals.
4) Providing supported housing to individuals and support them to move onto independent living, clients are given questionnaires to complete to improve the service the charity gives. Provide an Inreach Service to inpatients at Midlands Partnership NHS Foundation Trust to support them to move onto supported housing.

Achievements and performance

This year has been successful in respect of improvements around the two main challenges of the previous year which were the Catering and Fundraising functions of the Charity which are discussed later in this report. The League has struggled to meet its Business Plan targets for properties and tenants despite a good start. This was mainly due to the unexpected loss of a number of flats due to the landlord requesting their return so they could be sold. This position was exacerbated by the loss of four more flats as a result of Walsall Council's refusal to accept a specific mental health diagnosis. An adjustment was agreed for the target for this year to reflect the economy and housing market conditions which were outside the control of the League.

Cannock Hospital Café has taken an upturn due to increased footfall with the hospital becoming a Community Diagnostic Centre with a plan to work towards 7 days week theatre schedule. The hospital management requested whether the Café could offer their staff subsidised cook/chill meals and following a risk and benefit analysis a pilot was introduced. The Café earnings are now just over pre pandemic levels and anticipated to rise with the hospital business model around growth. The Coffee Bar has reopened although footfall there is poor compared to the Café however with the growth of clinics this could well change and will be kept under review.

Of the four League catering outlets, Cannock Café is the most successful and whilst the Stafford Coffee Bar manages to break even, St George's Hospital retail does not. The decision was made to continue serving St George's Hospital in the context of the social good and the benefits of a good relationship with the hospital and our other contracts with them.

The Fundraising Committee has been very active with their stall at Penkridge Market, bucket collections at supermarkets and also supported the Rotary Father Xmas Collection at Tesco in Heath Hayes. This has resulted in them exceeding their target of £5,000 successfully with a total of £7,000.

The Volunteer Task Group has identified a new role for volunteers. With support from the hospital management, it was agreed to introduce a pilot for a "Meet & Greet" service at Cannock Chase Hospital. Volunteers are slowly returning to the League after their absence during Covid. The League's social media presence, reported to the Board quarterly, is growing steadily and the Board have requested a social media strategy to further develop the image and reach of the League.

An important event was held this year to celebrate the 50th Anniversary of the League at the Gatehouse Theatre in Stafford led by a Trustee and Social Media Support. The aim was to showcase the services provided by the League to an invited audience to encourage landlords and donations. A number of presentations were delivered followed by a Radio campaign to encourage landlords to work with the League. A donation of £5,000 was made at this event on behalf of the British Legion for the care of veterans who are under the care of the League.

Jane Landick has been appointed as the new Company Secretary. She comes with experience and skills in governance and legal issues having retired from an NHS Trust and is very welcome.

We continue to use the Charity Commission's Governance Code Framework to audit the level of compliance and identify gaps in our governance structure and systems. Our new Company Secretary has agreed to conduct a review which will be reported in 2024.

The Chief Executive and the Housing Team continue to develop the Supported Housing Service through Inreach and Outreach Services. The Inreach Service for St George's Hospital has now been replaced by the Trust as an outcome of a service redesign. The hospital has thanked the League for the development of the role.

The aim is to increase the number of properties that are in the charity's ownership over future years as our funds allow has not changed. We will continue to build on the excellent relationships we have with a number of Registered Social Landlords to increase the number of properties they are able to allocate to our charity where this is possible. However, it has been more difficult this year due to the problems outlined in the introduction to this report.

The charity retains its preferred provider status with the main funding partners and remains committed to demonstrating a "value for money" philosophy whilst providing the highest level of support to the residents.

The charity would like to thank family, friends and the local communities who have generously donated to the charity in so many ways this past year.

Training
We have a training schedule for all staff, trustees and volunteers and this is reviewed regularly and forms a part of the Board Report. Training and staff appraisal records for all staff are maintained and reviewed throughout the year with the achievement target reported quarterly to the Board along with other Key Performance Indicators. New training has been provided in response to the requirement to undertake regular Mould risk assessments following the tragic child death in Rochdale.

Financial Review
The financial statements for the year have been prepared in accordance with the accounting policies set out in the notes to the accounts and comply with the charity's governing document, the Charities Act 2011, the Companies Act 2006, and the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP FRS102).

The financial statements consolidate the results of Stafford and Cannock League of Hospital Friends and its trading subsidiary.

Funds in the charity have increased to £1,604,646 from £1,349,092. Rental income has subsequently increased from £1,022,975 to £1,302,592 in the year.

The trading subsidiary, Cannock Chase Trading Limited, operates coffee bars and a cafe in the local hospitals. The profit margins have been affected by the Covid-19 pandemic.

During the year the charity achieved income of £1,756,231 (2022 - £1,240,509) with expenditure of £1,500,677 (2022 - £1,090,967). Thus, increased the surplus of the charity to £255,554 (2022 - £149,542).

Reserves Policy
It was agreed by the Board to change the policy of unrestricted reserves equal to from six months to five months of operating expenditure. It was judged that the five months would still be sufficient to maintain operations should a shortfall in income arise and to cover risks and contingencies that would require an outlay of expenditure above a normal level. For reserves in excess of the reserves policy, the Trustees will assess the optimal usage of these funds to enable the charity to maximise its benefits.

The charities total reserves of £1,604,646 (2022 - £1,349,092) at the year-end were in excess of five months' worth of operating expenditure.

Grant Making Policy
The charity gives donations to County Hospital, St George's Hospital in Stafford and Cannock Chase Hospital. The hospitals do inform the League of Friends what projects they would like the donation to go towards. If the donation is £500 or less it is approved by the Chief Executive, however if the donation is over £500 then approval is needed from the Chairman and Treasurer. All donations given must be for the benefit of patients.

The League of Friends had arranged a variety of fundraising events throughout the year to boost the organisation's surplus. This was covered earlier in this report.

Investment Powers
The charity has the power to make any investment which the Trustees see fit. An investment platform managed by Investec was implemented in order to enhance the opportunity to maximise the returns from the Charity's cash reserves.

Governance and Management Structure

The charity is a company limited by guarantee and is managed by its trustees. The trustees are its Directors for the purposes of company law. The governing document is the Memorandum & Articles of Association reviewed and dated June 2021. It is registered as a charity with the Charity Commission.

The current trustees of the charity are listed in the reference and administrative information on page 1. The Board of Trustees meet regularly and have no beneficial interest in the charity.

The power of appointing new trustees is vested in the Board, composed of existing trustees.
Board Sub Committees have been set up and these Committees report back to the Board of Trustees.

Key Personnel are the people with the authority and responsibility for planning, directing, and controlling the activities of the charity. The arrangements for setting the pay of key personnel are made by the Board of Trustees.

The Trustees have also complied with the duty in section 4 of the Charities Act 2011 to have due regard to the guidance published by the Charity Commission in relation to the public benefit of the charity.

Induction and Training of Trustees

The Trustees are committed to the provision of a high quality service to all clients. Against this commitment, they see the recruitment, selection and induction of all Trustees as a vital issue. It is acknowledged that we work and live in a diverse society, and, insofar as it is compatible with the policy on equal opportunities, they welcome diversity among its Trustees. The detailed criteria and procedures are available from the charity's Secretary. There is a League Carbon Reduction Strategy and Action Plan which is reported to Governance Committee and Board.

Risk Management

There is a Governance Assurance Framework and an active Risk Register which is sent to the Board of Trustees on a bi-monthly basis highlighting any current / new risks. The charity is continuing with the policy of purchasing accommodation due to the potential impact on housing benefits, in the future making the League less reliant on landlords for accommodation. It has been agreed that this can flex from one to two bedded accommodation dependant on the offer available. The number of tenants is in line with the adjusted Business Plan target for the reasons explained in this report.

Future Plans for the Charity

The Board of Trustees have an important role to develop and monitor strategy direction and future of the Charity.

The League has a strategic business plan in place agreed by the Board of Trustees which has been reviewed by the Board in May 2024.

Related Parties
Neither the charity, nor any trustees on its behalf, holds any assets for another charity.

Cannock Chase Hospital Trading Limited is a trading subsidiary of the charity. It operates the coffee bars and café in the hospitals. Mr H T Bould, Mrs Y A Buckland and Mrs K Landick, all of whom are trustees of Stafford and Cannock League of Hospital Friends and are Directors and Shareholders (as nominees) of Cannock Chase Hospital Trading Limited. They have agreed that any profit made by the company will be gift aided to the charity.

From 1 January 2019, the Coffee Bars at County Hospital and St George's Hospital, Stafford have traded through Cannock Chase Hospital Trading Limited.

The results from the trading subsidiary are consolidated into the financial statements of the charity.

Indemnity Insurance
The charity has within its general insurance policy cover to indemnify the trustees against the consequences of any neglect or default on their part. The cost to the charity of this insurance has not been separately identified; however, it is included in other expenses (Note 10).

Statement of Trustees' responsibilities
The trustees (who are also the directors of Stafford And Cannock League Of Hospital Friends for the purposes of company law) are responsible for preparing the Report of the Trustees 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 financial 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 those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to 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.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

AUDITORS
The auditors, Deans, will be proposed for re-appointment at the forthcoming Annual General Meeting.

Report of the trustees, incorporating a strategic report, approved by order of the board of trustees, as the company directors, on ..... and signed on the board's behalf by:

V. Jones

.....
V Jones - Trustee

Opinion

We have audited the financial statements of Stafford And Cannock League Of Hospital Friends (the 'parent charitable company') and its subsidiaries (the 'group') for the period ended 31 March 2024 which comprise the Consolidated Statement of Financial Activities, the Consolidated and Parent Balance Sheet, the Consolidated and Parent Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the groups and parent charitable company's affairs as at 31 March 2024 and of the group's incoming resources and application of resources, including its income and expenditure, for the period then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006 and the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Report of the Trustees but does not include the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the Report of the Trustees is inconsistent in any material respect with the financial statements; or
- the charitable company has not kept adequate accounting records; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Our responsibilities for the audit of the financial statements

We have been appointed as auditors under Section 151 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

- Inspection of board minutes both during and after the reporting period to identify any discussions of non-compliance;
- Communication with management before, during and after the audit fieldwork to confirm instances of non-compliance;
- Auditing the risk of management override of controls, including through testing journal entries and other adjustments for appropriateness, and evaluation of the business rationale of significant transactions outside the normal course of business;
- Reviewing financial statement disclosures and testing to supporting documentation to assess compliance with applicable laws and regulations.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

Use of our report

This report is made solely to the charitable company's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charitable company's trustees those matters we are required to state to them in an auditors' 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 charitable company and the charitable company's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Deans
Chartered accountants
Statutory auditor
Eligible to act as an auditor in terms of Section 1212 of the Companies Act 2006
Gibson House
Hurricane Court
Hurricane Close
Stafford
ST16 1GZ

Date: .....

STAFFORD AND CANNOCK LEAGUE OF HOSPITAL FRIENDS

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING CONSOLIDATED INCOME AND EXPENDITURE ACCOUNT) FOR THE PERIOD 1 JANUARY 2023 TO 31 MARCH 2024

	Notes	Unrestricted fund £	Restricted fund £	2024 Total funds £	2022 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	3	13,391	78,795	92,186	40,612
Charitable activities	6				
Charitable activities		1,302,592	-	1,302,592	1,022,975
Other trading activities	4	341,170	5,000	346,170	173,176
Investment income	5	15,283	-	15,283	3,746
Total		1,672,436	83,795	1,756,231	1,240,509
EXPENDITURE ON					
Charitable activities	7				
Charitable activities		1,143,638	78,795	1,222,433	935,216
Fundraising costs		278,244	-	278,244	155,751
Total		1,421,882	78,795	1,500,677	1,090,967
NET INCOME		250,554	5,000	255,554	149,542
RECONCILIATION OF FUNDS					
Total funds brought forward		1,349,092	-	1,349,092	1,199,550
TOTAL FUNDS CARRIED FORWARD		1,599,646	5,000	1,604,646	1,349,092

The notes form part of these financial statements

STAFFORD AND CANNOCK LEAGUE OF HOSPITAL FRIENDS

CONSOLIDATED BALANCE SHEET
31 MARCH 2024

	Notes	Group 2024 £	Group 2022 £	Charity 2024 £	Charity 2022 £
FIXED ASSETS					
Tangible assets	15	891,068	827,134	889,749	825,110
Investments	16	-	-	-	-
		891,068	827,134	889,749	825,110
CURRENT ASSETS					
Stock		7,015	4,289	-	-
Debtors	17	137,008	91,779	293,225	228,157
Cash at bank and in hand		673,460	542,063	603,924	486,109
		817,483	638,131	897,149	714,266
CREDITORS					
Amounts falling due within one year	18	(103,905)	(116,173)	(72,664)	(90,827)
NET CURRENT ASSETS		713,578	521,958	824,485	623,439
TOTAL ASSETS LESS CURRENT LIABILITIES		1,604,646	1,349,092	1,714,234	1,448,549
NET ASSETS		1,604,646	1,349,092	1,714,234	1,448,549
FUNDS	19				
Unrestricted funds:					
Unrestricted fund		1,604,646	1,349,092	1,714,234	1,448,549
TOTAL FUNDS		1,604,646	1,349,092	1,714,234	1,448,549

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the period ended 31 March 2024.

The members have not deposited notice, pursuant to Section 476 of the Companies Act 2006 requiring an audit of these financial statements.

The trustees acknowledge their responsibilities for

(a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and

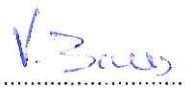
(b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been audited under the requirements of Section 145 of the Charities Act 2011.

The notes form part of these financial statements

CONSOLIDATED BALANCE SHEET - continued
31 MARCH 2024

The financial statements were approved by the Board of Trustees and authorised for issue on ..... and were signed on its behalf by:



.....
V Jones - Trustee

The notes form part of these financial statements

STAFFORD AND CANNOCK LEAGUE OF HOSPITAL FRIENDS

CONSOLIDATED CASH FLOW STATEMENT
FOR THE PERIOD 1 JANUARY 2023 TO 31 MARCH 2024

	Note	Group 2024 £	Group 2022 £	Charity 2024 £	Charity 2022 £
Cash flow from operating activities	20	194,979	169,947	181,396	158,365
Net cash flow from operating activities		194,979	169,947	181,396	158,365
Cash flow from investing activities					
Interest		15,283	3,746	15,283	3,746
Purchase of tangible fixed assets		(78,865)	(117,431)	(78,864)	(116,281)
Net cash flow from investing activities		(63,582)	(113,685)	(63,581)	(112,535)
Net increase/ (decrease) in cash and cash equivalents		131,397	56,252	117,815	45,830
Cash and cash equivalents brought forward		542,063	485,801	486,109	440,279
Cash and cash carried forward		673,460	542,063	603,924	486,109
Cash and cash equivalents consists of:					
Cash at bank and in hand		673,460	542,063	603,924	486,109
Cash and cash equivalents at 31.03.2024		673,460	542,063	603,924	486,109

The notes form part of these financial statements

1. STATUTORY INFORMATION

The charity is a company limited by guarantee. The members of the company are the trustees named on page 1. The registered office address is Caxton House, North Walls, Stafford, ST16 3AD.

2. ACCOUNTING POLICIES

Basis of preparing the financial statements
Stafford and Cannock League of Hospital Friends is a charitable company limited by guarantee in the United Kingdom. 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. The address of the registered office is given in the charity information on page 1 of these financial statements. The nature of the charity's operations and principal activities are to provide supported housing for people enduring mental illness and to provide a range of retail services within local hospitals.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with 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 (effective 1 January 2019), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

Income recognition
All incoming resources are included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably, and it is probable that the income will be received.

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained, then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

Donated facilities and donated professional services are recognised in income at their fair value when their economic benefit is probable, it can be measured reliably, and the charity has control over the item.

No amount is included in the financial statements for volunteer time in line with the SORP. Further detail is given in the Trustees' Annual Report.

Gifts in kind donated for resale are included at fair value, where it is impracticable to fair value the items due to the volume of low value items they are not recognised in the financial statements until they are sold. This income is recognised within 'Income from other trading activities'.

continued...

2. ACCOUNTING POLICIES - continued

Income recognition
Income from trading activities includes income earned from fundraising events and trading activities to raise funds for the charity. Income is received in exchange for supplying goods and services in order to raise funds and is recognised when entitlement has occurred.

Income from government and other grants are recognised at fair value when the charity has entitlement after any performance conditions have been met, it is probable that the income will be received, and the amount can be measured reliably. If entitlement is not met, then these amounts are deferred.

Investment income is earned through holding assets for investment purposes such as shares and property. It includes dividends, interest and rent. Where it is not practicable to identify investment management costs incurred within a scheme with reasonable accuracy the investment income is reported net of these costs. It is included when the amount can be measured reliably. Interest income is recognised using the effective interest method and dividend and rent income is recognised as the charity's right to receive payment is established.

Expenditure recognition
All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required, and the amount of the obligation can be measured reliably. It is categorised under the following headings:

- Costs of raising funds include the costs of commercial trading including fundraising expenditure and property rental costs.
- Expenditure on charitable activities includes grants payable in furtherance of the charity's objects, management, administration and governance.
- Other expenditure represents those items not falling into the categories above.

Irrecoverable VAT is charged as an expense against the activity for which expenditure arose.

Support costs allocation
Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office costs, governance costs, administrative payroll costs. They are incurred directly in support of expenditure on the objects of the charity and include project management carried out at Headquarters. Where support costs cannot be directly attributed to particular headings, they have been allocated to cost of raising funds and expenditure on charitable activities on a basis consistent with use of the resources. The analysis of these costs is included in note 10.

Tangible fixed assets
Tangible fixed assets are stated at cost (or deemed cost) or valuation less accumulated depreciation and accumulated impairment losses. Cost includes costs directly attributable to making the asset capable of operating as intended. Depreciation is provided on all tangible fixed assets, at rates calculated to write off the cost, less estimated residual value, of each asset on a systematic basis over its expected useful life as follows:

continued...

2. ACCOUNTING POLICIES - continued

Tangible fixed assets

Freehold property	- not provided
Long Leasehold property	- not provided
Fixtures & fittings	- 10-15% on cost
Motor vehicles	-25% on cost
Computer equipment	- 25% on cost

Investments in subsidiaries
Investments in subsidiary undertakings are recognised at cost.

Taxation
The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and 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.

Funds
Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for specific purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Leases
Rentals payable and receivable under operating leases are charged to the SoFA on a straight-line basis over the period of the lease.

Employee benefits
When employees have rendered service to the charity, short-term employee benefits to which the employees are entitled are recognised at the undiscounted amount expected to be paid in exchange for that service.

The charity operates a defined contribution plan for the benefit of its employees. Contributions are expended as they become payable.

Going concern
The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

continued...

2. ACCOUNTING POLICIES - continued

Debtors and creditors receivable / payable within one year
Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

Stock
Stock is included at the lower of cost or net realisable value. Provision is made for damaged, obsolete and slow-moving stock where appropriate.

3. DONATIONS AND LEGACIES

	2024	2022
	£	£
Donations	13,391	3,862
Grants	78,795	36,750
	92,186	40,612

Income from donations, legacies and grants was £92,186 (2022 - £40,612) of which £78,795 (2022 - £36,750) was attributable to restricted funds and £13,391 (2022 - £3,862) was attributed to unrestricted reserves.

Restricted grants received, included in the above, are as follows:

	2024	2022
	£	£
Housing/Forensic InReach	78,295	33,750
Training	-	3,000
Ukraine Project	500	-
	78,795	36,750

continued...

4. OTHER TRADING ACTIVITIES

	2024	2022
	£	£
Fundraising events	5,000	-
Coffee bar income	326,774	162,976
Other income	14,396	10,200
	346,170	173,176

Income from other trading activities was £346,170 (2022 - £173,176) of which £5,000 (2022 - £nil) was restricted.

5. INVESTMENT INCOME

	2024	2022
	£	£
Interest receivable - trading	15,283	3,746

Income from investment income was £15,283 (2022 - £3,746) of which all was attributed to unrestricted reserves.

6. INCOME FROM CHARITABLE ACTIVITIES

		2024	2022
		£	£
Property rental	Charitable activities	1,302,592	1,022,975

Income from charitable activities was £1,302,592 (2022 - £1,022,975) of which all was attributed to unrestricted reserves.

7. CHARITABLE ACTIVITIES COSTS

	Direct Costs (see note 8)	Grant funding of activities (see note 9)	Support costs (see note 10)	Totals
	£	£	£	£
Charitable activities	489,067	986	732,380	1,222,433
Fundraising costs	170,709	-	107,535	278,244
	659,776	986	839,915	1,500,677

continued...

8. DIRECT COSTS

	2024	2022
	£	£
CHARITABLE ACTIVITIES		
Other operating leases	409,144	304,474
Rates and water	4,134	13,029
Light and heat	17,516	75,011
Property repairs	24,167	12,319
Furniture, fittings and refurbishment costs	33,669	35,300
TV licence	437	5,698
	489,067	445,831
FUNDRAISING COSTS		
Coffee bar direct costs	170,709	89,739
	659,776	535,570

Of the total direct costs, £46,795 (2022 - £21,750) was restricted.

9. GRANTS PAYABLE

	2024	2022
	£	£
Charitable activities	986	163

The total grants paid to institutions during the year was as follows:

	2024	2022
	£	£
St George's Hospital	986	163
	986	163

Amounts paid and committed total £986 (2022 - £163) and include St Georges Hospital £986 (2022 - £163).

10. SUPPORT COSTS

	Management	Finance	Governance	Other	Totals
	£	£	£	£	£
Charitable activities	588,590	30,267	41,476	72,047	732,380
Fundraising costs	95,635	8,731	1,010	2,159	107,535
	684,225	38,998	42,486	74,206	839,915

continued...

10. SUPPORT COSTS - continued

Of the total support costs, £32,538 (2022 - £12,000) was restricted.

GOVERNANCE COSTS	2024	2022
	£	£
Accountancy including auditors remuneration	18,092	20,650
Legal & professional fees	24,394	15,464
	42,486	36,114

Support costs, included in the above, are as follows:

	Charitable activities	Fundraising costs	2024 Total activities	2022 Total activities
	£	£	£	£
Wages	425,282	79,834	505,116	341,862
Social security	32,683	3,684	36,367	26,183
Defined contribution pension costs	32,936	7,165	40,101	26,149
Other operating leases	51,676	-	51,676	27,252
Light and heat	7,691	-	7,691	3,524
Repairs and maintenance	10,939	4,245	15,184	15,579
Depreciation of tangible assets	14,225	707	14,932	14,388
Telephone	13,158	-	13,158	8,233
Office expenses	28,674	249	28,923	16,080
Bank charges	1,593	8,482	10,075	5,163
Hire of equipment	-	1,327	1,327	1,235
Accountancy	17,082	1,010	18,092	20,650
Legal and professional fees	24,394	-	24,394	15,464
Motor expenses	4,417	-	4,417	4,428
Employee travel expenses	10,435	635	11,070	7,018
Insurance	9,636	-	9,636	3,273
Computer software and maintenance	8,261	-	8,261	5,955
Bad debts	27,789	-	27,789	5,962
Other expenses	11,509	197	11,706	6,836
	732,380	107,535	839,915	555,234

continued...

11. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2024	2022
	£	£
Depreciation - owned assets	14,931	14,388
Other operating leases	409,144	331,648
Auditor's fee	13,800	10,950
Accountancy fees	1,005	1,100
Defined contribution pension costs	40,100	26,149

12. TRUSTEES' AND KEY MANAGEMENT PERSONNEL REMUNERATION AND BENEFITS

The trustees neither received nor waived any remuneration during the year (2022 - £nil).

The total amount of employee benefits received by key management personnel is £66,913 (2022 - £50,543).

The trustees consider its key management personnel comprise solely the Chief Executive.

Trustees' expenses

During the year, travel expenses were reimbursed to 2 (2022 - 3) trustees amounting to £736 (2022 - £525).

13. STAFF COSTS

	2024	2022
	£	£
Wages and salaries	505,116	341,862
Social security	36,366	26,183
Defined contribution pension costs	40,100	26,149
	581,582	394,194

The average monthly number of employees during the year was as follows:

	2024	2022
Raising funds	6	4
Charitable activities	16	14
Governance	1	1
	23	19

1 (2022 – nil) employee received emoluments above £60,000 during the current year.

continued...

13. STAFF COSTS - continued

Total redundancy / termination payments amount to £nil (2022 - £nil).

14. AUDITOR'S REMUNERATION

	2024	2022
Auditor's remuneration is as follows:	£	£
Audit fees	13,800	10,950
All other non-audit services	1,005	1,100
Total fees	14,805	11,550

15. TANGIBLE FIXED ASSETS – GROUP

	Freehold property	Long leasehold	Fixtures and fittings
	£	£	£
COST			
At 1 January 2023	157,155	634,298	60,325
Additions	-	66,274	11,546
At 31 March 2024	157,155	700,572	71,871
DEPRECIATION			
At 1 January 2023	-	-	49,248
Charge for year	-	-	2,044
At 31 March 2024	-	-	51,292
NET BOOK VALUE			
At 31 March 2024	157,155	700,572	20,579
At 31 December 2022	157,155	634,298	11,077

continued...

	Motor vehicles £	Computer equipment £	Totals £
COST			
At 1 January 2023	22,995	20,203	894,976
Additions	-	1,045	78,865
At 31 March 2024	22,995	21,248	973,841
DEPRECIATION			
At 1 January 2023	5,749	12,845	67,842
Charge for year	7,186	5,701	14,931
At 31 March 2024	12,935	18,546	82,773
NET BOOK VALUE			
At 31 March 2024	10,060	2,702	891,068
At 31 December 2022	17,246	7,358	827,134

The above properties are carried at cost of £857,727 (2022 - £791,453) at 31 March 2024.

continued...

15. TANGIBLE FIXED ASSETS – CHARITY

	Freehold property £	Long leasehold £	Fixtures and fittings £
COST			
At 1 January 2023	157,155	634,298	18,486
Additions	-	66,274	11,545
At 31 March 2024	157,155	700,572	30,031
DEPRECIATION			
At 1 January 2023	-	-	9,434
Charge for year	-	-	1,338
At 31 March 2024	-	-	10,772
NET BOOK VALUE			
At 31 March 2024	157,155	700,572	19,259
At 31 December 2022	157,155	634,298	9,052

	Motor vehicles £	Computer equipment £	Totals £
COST			
At 1 January 2023	22,995	20,203	853,137
Additions	-	1,045	78,864
At 31 March 2024	22,995	21,248	932,001
DEPRECIATION			
At 1 January 2023	5,749	12,844	28,028
Charge for year	7,186	5,701	14,225
At 31 March 2024	12,935	18,545	42,252
NET BOOK VALUE			
At 31 March 2024	10,060	2,703	889,749
At 31 December 2022	17,246	7,359	825,110

The above properties are carried at cost of £857,727 (2022 - £791,453) at 31 March 2024.

continued...

16. FIXED ASSET INVESTMENTS

Stafford and Cannock League of Hospital Friends owns the entire issued share capital (£3) of Cannock Chase Hospital Trading Limited via three nominees that are also Trustees of Stafford and Cannock League of Hospital Friends.

Cannock Chase Hospital Trading Limited (company number - 07698767) was incorporated in England and Wales and its principal business is the provision of a coffee bar at Cannock Chase Hospital, which supports the aims of the charity. Its registered office is Caxton House, North Walls, Stafford, England, ST16 3AD. All profits are donated to the charity.

The subsidiary undertaking is included in the consolidated accounts of the charity.

Summary of trading results	2024	2022
	£	£
Turnover	326,774	162,976
Expenditure	(336,904)	(188,904)
Profit / (loss)	(10,130)	(25,928)

The assets and liabilities of Cannock Chase Hospital Trading Limited were:

	2022	2022
	£	£
Assets	79,339	64,087
Liabilities	(188,927)	(163,545)
Net liabilities	(109,588)	(99,458)

17. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	Group		Charity	
	2024	2022	2024	2022
	£	£	£	£
Trade debtors	115,045	73,438	113,576	72,416
Other debtors	9,720	7,223	9,720	6,426
Amounts owed by group undertakings	-	-	157,686	138,197
Prepayments	12,243	11,118	12,243	11,118
	137,008	91,779	293,225	228,157

continued...

18. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	Group		Charity	
	2024	2022	2024	2022
	£	£	£	£
Trade creditors	63,010	66,670	42,176	48,403
Other creditors	4,143	9,761	4,143	9,761
VAT	8,044	5,917	-	-
Pension creditor	2,952	2,322	2,952	2,322
Accruals	25,756	21,253	23,393	20,091
Deferred income	-	10,250	-	10,250
	103,905	116,173	72,664	90,827

19. MOVEMENT IN FUNDS

	At 1.1.23	Net movement in funds	At 31.4.24
	£	£	£
Unrestricted funds			
Unrestricted fund	1,349,092	250,554	1,599,646
Restricted fund	-	5,000	5,000
TOTAL FUNDS	1,349,092	255,554	1,604,646

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
Unrestricted fund	1,672,436	(1,421,882)	250,554
Restricted funds			
Restricted fund	83,795	(78,795)	5,000
TOTAL FUNDS	1,756,231	(1,500,677)	255,554

Unrestricted funds
Supported housing – The provision of supported housing for clients with suffer from mental illness.
Hospital cafes – Providing a range of retail services within local hospitals within Cannock and Stafford.

Restricted funds
Housing InReach – Support services provided at various local wards to prepare clients for life outside of the hospital ward.
Training grant – Grants received to subsidise staff training in a range of skills.

continued...

19. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds:

	Balance at 1.1.22	Incoming funds	Funds used	Balance at 31.12.22
	£	£	£	£
Total funds	1,199,550	1,240,509	(1,090,967)	1,349,092

Comparative net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
Unrestricted fund	1,203,759	(1,054,217)	149,542
Restricted funds			
Restricted fund	36,750,	(36,750)	-
TOTAL FUNDS	1,240,509	(1,090,967)	149,542

continued...

20. RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES

	Group		Charity	
	2024	2022	2024	2022
	£	£	£	£
Net movement in funds	255,554	149,542	265,685	175,467
Add back depreciation charge	14,932	14,388	14,225	12,345
Interest	(15,283)	(3,746)	(15,283)	(3,746)
Decrease / (increase) in stocks	(2,726)	(847)	-	-
Decrease / (increase) in debtors	(45,229)	(42,550)	(65,068)	(67,280)
(Decrease) / increase in creditors	(12,269)	53,160	(18,163)	41,579
Net cash used in operating activities	194,979,	169,947	181,396	158,365

21. OTHER FINANCIAL COMMITMENTS

Contractual commitments for the lease of housing flats, operating premises and vehicle leases contracted for but not provided in the financial statements amounted to £257,393 (2022 - £254,195).

22. RELATED PARTY DISCLOSURES

During the year, Sambuck Limited (a business owned by Mrs Y Buckland, a trustee of Stafford and Cannock League of Hospital Friends) invoiced the charity £6,673 (2022 - £5,189) for consultancy work. The balance at 31 March 2024 was £3,960 (2022 - £1,250).

23. PENSIONS AND OTHER POST-RETIREMENT BENEFITS

The charity operates a defined contribution pension plan for its employees. The amount recognised as an expense in the period was £40,100 (2022 - £26,149).

continued...

24. STATEMENT OF FINANCIAL ACTIVITIES – COMPARATIVE BY FUND TYPE

	Unrestricted fund £	Restricted fund £	2022 Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	3,862	36,750	40,612
Charitable activities			
Charitable activities	1,022,975	-	1,022,975
Other trading activities	173,176	-	173,176
Investment income	3,746	-	3,746
Total	1,203,759	36,750	1,240,509
EXPENDITURE ON			
Charitable activities			
Charitable activities	898,466	36,750	935,216
Fundraising costs	155,751	-	155,751
Total	1,054,217	36,750	1,090,967
NET INCOME	149,542	-	149,542
RECONCILIATION OF FUNDS			
Total funds brought forward	1,199,550	-	1,199,550
TOTAL FUNDS CARRIED FORWARD	1,199,550	-	1,349,092

continued...

STAFFORD AND CANNOCK LEAGUE OF HOSPITAL FRIENDS

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE PERIOD 1 JANUARY 2023 TO 31 MARCH 2024

	2024 £	2022 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	13,391	3,862
Grants	78,795	36,750
	92,186	40,612
Other trading activities		
Fundraising events	5,000	-
Coffee bar income	326,774	162,976
Other income	14,396	10,200
	346,170	173,176
Investment income		
Interest receivable - trading	15,283	3,746
	15,283	3,746
Charitable activities		
Property rental	1,302,592	1,022,975
Total incoming resources	1,756,231	1,240,509
EXPENDITURE		
Charitable activities		
Other operating leases	409,144	304,474
Rates and water	4,134	13,029
Light and heat	17,516	75,011
Property repairs	24,167	12,319
Furniture, fittings and refurbishment costs	33,669	35,300
TV licence	437	5,698
Grants to institutions	986	163
	490,053	445,994

STAFFORD AND CANNOCK LEAGUE OF HOSPITAL FRIENDS

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE PERIOD 1 JANUARY 2023 TO 31 MARCH 2024

	2024 £	2022 £
Raising funds		
Coffee bar direct costs	170,709	89,739
	170,709	89,739
Support costs		
Management		
Wages	505,116	341,862
Social security	36,367	26,183
Defined contribution pension costs	40,101	26,149
Other operating leases	51,676	27,252
Light and heat	7,691	3,524
Telephone	13,158	8,233
Repairs and maintenance	15,184	15,579
Fixtures & fittings	2,044	6,017
Computer equipment	5,702	2,622
Motor vehicles	7,186	5,749
	684,225	463,170
Governance		
Accountancy	18,092	20,650
Legal and professional fees	24,394	15,464
	42,486	36,114
Finance		
Office expenses	28,923	16,080
Bank charges	10,075	5,163
	38,998	21,243
Other		
Hire of equipment	1,327	1,235
Motor expenses	4,417	4,428
Employee travel expenses	11,070	7,018
Insurance	9,636	3,273
Computer software and maintenance	8,261	5,955
Bad debts	27,789	5,962
Other expenses	11,706	6,836
	74,206	34,707
Total resources expended	1,500,677	1,090,967
Net income	255,554	149,542

This page does not form part of the statutory financial statements

STAFFORD AND CANNOCK LEAGUE OF HOSPITAL FRIENDS

England & Wales - Charity number 1001476

Accounts

REGISTERED COMPANY NUMBER: 02545804 (England and Wales)

REGISTERED CHARITY NUMBER: 1001476

REPORT OF THE TRUSTEES AND

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022

FOR

STAFFORD AND CANNOCK LEAGUE OF HOSPITAL FRIENDS

Deans
Chartered accountants
Statutory auditor
Gibson House
Hurricane Court
Hurricane Close
Stafford
ST16 1GZ

STAFFORD AND CANNOCK LEAGUE OF HOSPITAL FRIENDS

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STAFFORD AND CANNOCK LEAGUE OF HOSPITAL FRIENDS

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2022

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 December 2022. The trustees have adopted the provisions of 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 2019).

STRATEGIC REPORT

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number
02545804 (England and Wales)

Registered Charity number
1001476

Registered office
Caxton House
North Walls
Stafford
ST16 3AD

Trustees
Mr H T Bould Construction Manager
Mrs Y A Buckland Semi Retired
Mr J A Day Retired Lecturer
M C F Hill
Mrs C A Holdcroft Retired
Mrs V Jones Retired Director Of Nursing
Mrs M Minns Solicitor (resigned 1.11.22)
Mrs D J Moores Retired Ahp Lead
Mrs W Powell Retired

Company Secretary
Mrs J K Landick

REFERENCE AND ADMINISTRATIVE DETAILS

Auditors

Deans
Chartered accountants
Statutory auditor
Gibson House
Hurricane Court
Hurricane Close
Stafford
ST16 1GZ

The Trustees have pleasure in presenting their annual report together with the consolidated financial statements of the charity and its subsidiary for the year ended 31 December 2022 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

Statutory background

The Charities Act 2011 section 132 requires the Trustees to prepare in respect of each financial year an annual report containing prescribed information and to transmit such report to the Charity Commissioners (having attached to it the financial statement of accounts for such financial year). The Trustees have also taken account of the Charity Commissioners' Statement of Recommended Practice (SORP FRS102) in respect of making this report.

Objectives and activities

A major part of the organisation’s role is housing vulnerable people and this is achieved by property rental and a portfolio of owned properties. This allows the organisation to house individuals with needs that meet the objectives of the charity which include mental health, offending history and vulnerability. There is a direct link between the hospitals and a public benefit by the organisation offering supported housing to these individuals.

Aims of the organisation

1) Provide housing to vulnerable individuals with mental health and addiction issues.
2) Provide support and a service to patients and their families providing healthy choices via our catering outlets at local hospitals in Stafford and Cannock
3) Helping individuals to get back into employment by raising their self -esteem.
4) Ensuring healthy choices are always available at any catering outlet we support as an organisation, along with support and encouragement.

Strategies

1) The charity works with Housing Benefit, Stafford Borough Council, Cannock District Council, South Staffs Council and Walsall Council and offers an Inreach Service to the inpatients on the wards at St George's Hospital, Stafford and Redwoods Hospital, Shrewsbury, on a weekly basis viewing their needs regarding paperwork to claim benefits and moving on to supported Housing.
2) Food compliance are in place at all catering outlets and is reported to our Governance Committee.
3) Providing voluntary work for individuals to give a service to our local hospitals.
4) Providing supported housing to individuals and support them to move onto independent living, clients are given questionnaires to complete to improve the service the charity gives. Provide an Inreach Service to inpatients at Midlands Partnership NHS Foundation Trust to support them to move onto supported housing.

Achievements and performance

In February 2021 the Government confirmed the end of Covid-19 restrictions and a return to "business as usual". In this first year following the Covid pandemic, there continued to be challenges for the Charity around the Catering and Fundraising Arms of the Charity. However, the measures and hard work undertaken in the two previous years by staff, trustees and volunteers served to reduce some of the negative impact and the net result is an overall surplus for the Charity.

By far the biggest impact continues to be on our catering activities due to government restrictions on opening during the Covid-19 period. As reported in year ending 2021 the Board of Trustees agreed to continue operating the Cannock Café at the request of the hospital management to provide a hot meal and shopping essentials for NHS staff. It was acknowledged that this would not be cost effective in the short term although felt to be offset by the benefits of the social good to NHS staff and therefore indirectly to their patients and to the public image and visibility of the Charity. The Board of Trustees continue to monitor the situation and with hospital services slowly recovering it is expected that Cannock Cafe turnover should return to pre-pandemic levels at the start of 2023.

Our volunteer lead catering outlets were all open throughout 2022.

The Fundraising Committee established previously in 2021 has now held a number of fundraising activities and is looking to set an annual target for fundraising whilst encouraging volunteers to return to being active within the Charity. This has been difficult following their length of absence from the Charity due to Covid restrictions, their average older age and individual health issues.

A volunteer Task Group was established to address the recruitment of volunteers, with a strategy to include new roles that will attract younger and more diverse range of volunteers; whilst valuing current volunteers and their contributions. A social media campaign has helped to raise the profile of the Charity, and which will in turn attract volunteers and donations. The level of interest, followers and posts is reported to the Governance Committee and the Board quarterly.

The Chair and Board of Trustees would like to thank everyone for a tremendous effort over the past few years and we are very proud to be part of the team.

The Chair would also like to thank the Board of Trustees, in particular the Vice Chair, for their dedication and for giving their time freely to the organisation.

There is a governance system in place to review all policies and procedures and to develop new ones as required. Our Governance procedures have been reviewed, improved and controls put in place for the benefit of everyone involved with our charity. This has included using the Charity Commission's Governance Code framework to audit the level of compliance and identify gaps.

The Supported Housing Department under the guidance of Martin Thornley, Chief Executive and the Head of Housing Management, Zoe Pyatt, continue to develop the Supported Housing Service in line with demand and were successful in obtaining a contract for the Inreach hospital services to Redwoods Hospital in Shropshire and St George's Hospital in Stafford. The charity has changed its style and type of properties to meet the requirements of single occupancy. Our aim is to increase the number of properties that are in the charity's ownership over future years as our funds allow. We will continue to build on the excellent relationships we have with a number of Registered Social Landlords to increase the number of properties they are able to allocate to our charity.

The charity is committed to working closely with the main funding partners to demonstrate a "value for money" philosophy whilst providing the highest level of support to the residents.

We are keen to develop partnerships with other organisations that will benefit our charity aims and have now entered into a corporate partnership with The Rotary Club of Cannock.
The charity would like to thank family, friends and the local communities who have generously donated to the charity in so many ways this past year

Grants
In the recent past we have applied for and received government business support grants in relation to Covid-19 these are reflected within our accounts.

Training
We have a training schedule for all staff, trustees and volunteers and this is reviewed regularly and forms a part of the Board Report. Training and staff appraisal records for all staff are maintained and reviewed throughout the year with the achievement target reported quarterly to the Board along with other Key Performance Indicators.

Financial Review
The financial statements for the year have been prepared in accordance with the accounting policies set out in the notes to the accounts and comply with the charity's governing document, the Charities Act 2011, the Companies Act 2006, and the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP FRS102).

The financial statements consolidate the results of Stafford and Cannock League of Hospital Friends and its trading subsidiary.

Funds in the charity have increased to £1,349,092 from £1,199,550. Rental income has subsequently increased from £954,974 to £1,022,975 in the year.

The trading subsidiary, Cannock Chase Trading Limited, operates coffee bars and cafes in the hospitals. The profit margins have been affected by the Covid-19 pandemic.

During the year the charity achieved income of £1,240,509 (2021 - £1,137,234) with expenditure of £1,090,971 (2021 - £1,006,007). Thus, increased the surplus of the charity to £149,542 (2021 - £131,227).

Reserves Policy
The Trustees' policy is to have unrestricted reserves equal to six months of operating expenditure. This is deemed by the Trustees to be the amount necessary to maintain operations should a shortfall in income arise and to cover risks and contingencies that would require an outlay of expenditure above a normal level. For reserves in excess of the reserves policy, the Trustees will assess the optimal usage of these funds to enable the charity to maximise its benefits.

The charities total reserves of £1,349,092 (2021 - £1,199,550) at the year-end were in excess of six months' worth of operating expenditure.

Grant Making Policy
The charity gives donations to County Hospital, St George's Hospital in Stafford and Cannock Chase Hospital. The hospitals do inform the League of Friends what projects they would like the donation to go towards. If the donation is £500 or less it is approved by the Chief Executive, but if the donation is over £500 then approval is needed from the Chairman and Treasurer. All donations given must be for the benefit of patients.

The League of Friends had arranged a variety of fundraising events throughout the year to boost the organisations surplus.

Investment Powers
The charity has the power to make any investment which the Trustees see fit. In 2022 for the first time the Board of Trustees agreed to use an investment platform managed by Deans Wealth Management Ltd with low-risk opportunities.

Governance and Management Structure
The charity is a company limited by guarantee and is managed by its trustees. The trustees are its Directors for the purposes of company law. The governing document is the Memorandum & Articles of Association reviewed and dated June 2021. It is registered as a charity with the Charity Commission.

The current trustees of the charity are listed in the reference and administrative information on page 1. The Board of Trustees meet regularly and have no beneficial interest in the charity.

The power of appointing new trustees is vested in the Board, composed of existing trustees.

Board Sub Committees have been set up and these Committees report back to the Board of Trustees.

The Board of Trustees, in 2016 took the decision to strengthen the management and operations of the charity and appoint a Chief Executive. The Chief Executive's remit is to manage the day-to-day activities of the organisation and deliver the business plan for the charity in line with the strategy developed by the Board of Trustees.

Key Personnel are the people with the authority and responsibility for planning, directing, and controlling the activities of the charity. The arrangements for setting the pay of key personnel are made by the Board of Trustees.

The Trustees have also complied with the duty in section 4 of the Charities Act 2011 to have due regard to the guidance published by the Charity Commission in relation to the public benefit of the charity.

Induction and Training of Trustees
The Trustees are committed to the provision of a high quality service to all clients. Against this commitment, they see the recruitment, selection and induction of all Trustees as a vital issue. It is acknowledged that we work and live in a diverse society, and, insofar as it is compatible with the policy on equal opportunities, they welcome diversity among its Trustees. The detailed criteria and procedures are available from the charity's Secretary. In 2022 a new policy and plan of action was agreed to reduce our carbon footprint

Risk Management
There is a Governance Assurance Framework and an active Risk Register which is sent to the Governance Committee on a bi-monthly basis highlighting any current / new risks. The charity is continuing with the policy of purchasing single occupancy accommodation due to the potential impact on housing benefits, in the future making the League less reliant on landlords for accommodation. The number of tenants is in line with the Business Plan and is expected to meet the 2024 target through either rented or purchased accommodation.

Future Plans for the Charity
The League has a plan in place for growth over the next 2 years for the Housing Department in line with the Business Plan 2021 – 2024. This will require the purchase of one property per year as the funds allow and in 2022 has resulted in two properties being purchased. Working with Registered Social Landlords and local Landlords to increase the portfolio of the League and meet the demand for supported housing within Stafford and Cannock.

The Board of Trustees have an important role to develop and monitor strategy, direction and future direction of the Charity. The Board set aside a 'Trustees' Away Day Meeting' in October 2022. This was to discuss whether the Charity's agreed strategy and action plan from the previous Strategic Away Day held in September 2021 had been achieved and to discuss future development and investment policy.

Related Parties
Neither the charity, nor any trustees on its behalf, holds any assets for another charity.

Cannock Chase Hospital Trading Limited is a trading subsidiary of the charity. It operates the coffee bars and cafes in the hospitals. Mr H T Bould, Mrs Y A Buckland and Mrs Mary Minns, all of whom are trustees of Stafford and Cannock League of Hospital Friends and are Directors and Shareholders (as nominees) of Cannock Chase Hospital Trading Limited. They have agreed that any profit made by the company will be gift aided to the charity.

From 1 January 2019, the Coffee Bars at County Hospital and St George's Hospital, Stafford have traded through Cannock Chase Hospital Trading Limited.

The results from the trading subsidiary are consolidated into the financial statements of the charity.

Indemnity Insurance
The charity has within its general insurance policy cover to indemnify the trustees against the consequences of any neglect or default on their part. The cost to the charity of this insurance has not been separately identified; however it is included in other expenses (Note 10).

Statement of Trustees' responsibilities
The trustees (who are also the directors of Stafford And Cannock League Of Hospital Friends for the purposes of company law) are responsible for preparing the Report of the Trustees 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 financial 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 those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to 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.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

AUDITORS
The auditors, Deans, will be proposed for re-appointment at the forthcoming Annual General Meeting.

Report of the trustees, incorporating a strategic report, approved by order of the board of trustees, as the company directors, on ..... and signed on the board's behalf by:

.....
V Jones - Trustee

Opinion

We have audited the financial statements of Stafford And Cannock League Of Hospital Friends (the 'parent charitable company') and its subsidiaries (the 'group') for the year ended 31 December 2022 which comprise the Consolidated Statement of Financial Activities, the Consolidated and Parent Balance Sheet, the Consolidated and Parent Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 December 2022 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006 and the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Report of the Trustees but does not include the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the Report of the Trustees is inconsistent in any material respect with the financial statements; or
- the charitable company has not kept adequate accounting records; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Our responsibilities for the audit of the financial statements

We have been appointed as auditors under Section 151 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

- Inspection of board minutes both during and after the reporting period to identify any discussions of non-compliance;
- Communication with management before, during and after the audit fieldwork to confirm instances of non-compliance;
- Auditing the risk of management override of controls, including through testing journal entries and other adjustments for appropriateness, and evaluation of the business rationale of significant transactions outside the normal course of business;
- Reviewing financial statement disclosures and testing to supporting documentation to assess compliance with applicable laws and regulations.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

Use of our report

This report is made solely to the charitable company's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charitable company's trustees those matters we are required to state to them in an auditors' 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 charitable company and the charitable company's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Deans
Chartered accountants
Statutory auditor
Eligible to act as an auditor in terms of Section 1212 of the Companies Act 2006
Gibson House
Hurricane Court
Hurricane Close
Stafford
ST16 1GZ

Date: .....

STAFFORD AND CANNOCK LEAGUE OF HOSPITAL FRIENDS

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING CONSOLIDATED INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31 DECEMBER 2022

	Notes	Unrestricted fund £	Restricted fund £	2022 Total funds £	2021 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	3	3,862	36,750	40,612	39,042
Charitable activities	6				
Charitable activities		1,022,975	-	1,022,975	954,974
Other trading activities	4	173,176	-	173,176	141,164
Investment income	5	3,746	-	3,746	2,054
Total		1,203,759	36,750	1,240,509	1,137,234
EXPENDITURE ON					
Charitable activities	7				
Charitable activities		898,466	36,750	935,216	879,322
Fundraising costs		155,751	-	155,751	126,685
Total		1,054,217	36,750	1,090,967	1,006,007
NET INCOME		149,542	-	149,542	131,227
RECONCILIATION OF FUNDS					
Total funds brought forward		1,199,550	-	1,199,550	1,068,323
TOTAL FUNDS CARRIED FORWARD		1,349,092	-	1,349,092	1,199,550

The notes form part of these financial statements

STAFFORD AND CANNOCK LEAGUE OF HOSPITAL FRIENDS

CONSOLIDATED BALANCE SHEET
31 DECEMBER 2022

	Notes	Group 2022 £	Group 2021 £	Charity 2022 £	Charity 2021 £
FIXED ASSETS					
Tangible assets	15	827,134	724,093	825,110	721,174
Investments	16	-	-	-	-
		827,134	724,093	825,110	721,174
CURRENT ASSETS					
Stock		4,289	3,439	-	-
Debtors	17	91,779	49,229	228,157	160,877
Cash at bank and in hand		542,063	485,801	486,109	440,279
		638,131	538,469	714,266	601,156
CREDITORS					
Amounts falling due within one year	18	(116,173)	(63,012)	(90,827)	(49,247)
NET CURRENT ASSETS		521,958	475,457	623,439	551,909
TOTAL ASSETS LESS CURRENT LIABILITIES		1,349,092	1,199,550	1,448,549	1,273,083
NET ASSETS		1,349,092	1,199,550	1,448,549	1,273,083
FUNDS	19				
Unrestricted funds:					
Unrestricted fund		1,349,092	1,199,550	1,448,549	1,273,083
TOTAL FUNDS		1,349,092	1,199,550	1,448,549	1,273,083

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2022.

The members have not deposited notice, pursuant to Section 476 of the Companies Act 2006 requiring an audit of these financial statements.

The trustees acknowledge their responsibilities for

(a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and

(b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been audited under the requirements of Section 145 of the Charities Act 2011.

The notes form part of these financial statements

CONSOLIDATED BALANCE SHEET - continued
31 DECEMBER 2022

The financial statements were approved by the Board of Trustees and authorised for issue on ..... and were signed on its behalf by:

.....
V Jones - Trustee

The notes form part of these financial statements

STAFFORD AND CANNOCK LEAGUE OF HOSPITAL FRIENDS

CONSOLIDATED CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 DECEMBER 2022

	Note	Group 2022 £	Group 2021 £	Charity 2022 £	Charity 2021 £
Cash flow from operating activities	20	169,947	170,197	158,365	149,596
Net cash flow from operating activities		169,947	170,197	158,365	149,596
Cash flow from investing activities					
Interest		3,746	2,054	3,746	2,054
Shares in group undertakings		-	-	-	-
Purchase of tangible fixed assets		(117,431)	(91,594)	(116,281)	(91,594)
Net cash flow from investing activities		(113,685)	(89,540)	(112,535)	(89,540)
Net increase/ (decrease) in cash and cash equivalents		56,262	80,657	45,830	60,056
Cash and cash equivalents brought forward		485,801	405,144	440,279	380,223
Cash and cash carried forward		542,063	485,801	486,109	440,279
Cash and cash equivalents consists of:					
Cash at bank and in hand		542,063	485,801	486,109	440,279
Cash and cash equivalents at 31.12.2022		542,063	485,801	486,109	440,279

The notes form part of these financial statements

1. STATUTORY INFORMATION

The charity is a company limited by guarantee. The members of the company are the trustees named on page 1. The registered office address is Caxton House, North Walls, Stafford, ST16 3AD.

2. ACCOUNTING POLICIES

Basis of preparing the financial statements

Stafford and Cannock League of Hospital Friends is a charitable company limited by guarantee in the United Kingdom. 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. The address of the registered office is given in the charity information on page 1 of these financial statements. The nature of the charity's operations and principal activities are to provide supported housing for people enduring mental illness and to provide a range of retail services within local hospitals.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with 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 (effective 1 January 2019), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

Income recognition

All incoming resources are included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably, and it is probable that the income will be received.

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained, then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

Donated facilities and donated professional services are recognised in income at their fair value when their economic benefit is probable, it can be measured reliably, and the charity has control over the item.

No amount is included in the financial statements for volunteer time in line with the SORP. Further detail is given in the Trustees' Annual Report.

Gifts in kind donated for resale are included at fair value, where it is impracticable to fair value the items due to the volume of low value items they are not recognised in the financial statements until they are sold. This income is recognised within 'Income from other trading activities'.

2. ACCOUNTING POLICIES - continued

Income recognition
Income from trading activities includes income earned from fundraising events and trading activities to raise funds for the charity. Income is received in exchange for supplying goods and services in order to raise funds and is recognised when entitlement has occurred.

Income from government and other grants are recognised at fair value when the charity has entitlement after any performance conditions have been met, it is probable that the income will be received, and the amount can be measured reliably. If entitlement is not met, then these amounts are deferred.

Investment income is earned through holding assets for investment purposes such as shares and property. It includes dividends, interest and rent. Where it is not practicable to identify investment management costs incurred within a scheme with reasonable accuracy the investment income is reported net of these costs. It is included when the amount can be measured reliably. Interest income is recognised using the effective interest method and dividend and rent income is recognised as the charity's right to receive payment is established.

Expenditure recognition
All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required, and the amount of the obligation can be measured reliably. It is categorised under the following headings:

- Costs of raising funds include the costs of commercial trading including fundraising expenditure and property rental costs.
- Expenditure on charitable activities includes grants payable in furtherance of the charity's objects, management, administration and governance.
- Other expenditure represents those items not falling into the categories above.

Irrecoverable VAT is charged as an expense against the activity for which expenditure arose.

Support costs allocation
Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office costs, governance costs, administrative payroll costs. They are incurred directly in support of expenditure on the objects of the charity and include project management carried out at Headquarters. Where support costs cannot be directly attributed to particular headings, they have been allocated to cost of raising funds and expenditure on charitable activities on a basis consistent with use of the resources. The analysis of these costs is included in note 10.

Tangible fixed assets
Tangible fixed assets are stated at cost (or deemed cost) or valuation less accumulated depreciation and accumulated impairment losses. Cost includes costs directly attributable to making the asset capable of operating as intended. Depreciation is provided on all tangible fixed assets, at rates calculated to write off the cost, less estimated residual value, of each asset on a systematic basis over its expected useful life as follows:

continued...

2. ACCOUNTING POLICIES - continued

Tangible fixed assets

Freehold property	- not provided
Long Leasehold property	- not provided
Fixtures & fittings	- 10-15% on cost
Motor vehicles	-25% on cost
Computer equipment	- 25% on cost

Investments in subsidiaries
Investments in subsidiary undertakings are recognised at cost.

Taxation
The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and 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.

Funds
Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for specific purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Leases
Rentals payable and receivable under operating leases are charged to the SoFA on a straight-line basis over the period of the lease.

Employee benefits
When employees have rendered service to the charity, short-term employee benefits to which the employees are entitled are recognised at the undiscounted amount expected to be paid in exchange for that service.

The charity operates a defined contribution plan for the benefit of its employees. Contributions are expended as they become payable.

Going concern
The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

continued...

2. ACCOUNTING POLICIES - continued

Going concern
The trustees rely on the charity's forecasts, projections and cash management for the next 12 months and have a reasonable expectation that the charitable company has adequate resources to continue in operational existence for the foreseeable future. With easing of government restrictions during 2022, it is anticipated that fundraising income and other income sources progressively reverts to pre COVID-19 levels.

Debtors and creditors receivable / payable within one year
Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

Stock
Stock is included at the lower of cost or net realisable value. Provision is made for damaged, obsolete and slow-moving stock where appropriate.

3. DONATIONS AND LEGACIES

	2022	2021
	£	£
Donations	3,862	4,292
Grants	36,750	34,750
	40,612	39,042

Income from donations, legacies and grants was £40,612 (2021 - £39,042) of which £36,750 (2021 - £25,032) was attributable to restricted funds and £3,862 (2021 - £14,010) was attributed to unrestricted reserves.

£nil (2021 - £9,718) of government grants were received in respect of the Business interruption COVID relief grant. There are no other contingencies and unfulfilled conditions attaching to government grants.

Restricted grants received, included in the above, are as follows:

	2022	2021
	£	£
Housing/Forensic InReach	33,750	21,000
Training	3,000	4,032
	36,750	25,032

4. OTHER TRADING ACTIVITIES

	2022	2021
	£	£
Fundraising events	-	762
Coffee bar income	162,976	125,599
Extra hours support	-	3,720
Other income	10,200	11,083
	173,176	141,164

Income from other trading activities was £173,176 (2021 - £141,164) of which all was attributed to unrestricted reserves.

5. INVESTMENT INCOME

	2022	2021
	£	£
Interest receivable - trading	3,746	2,054

Income from investment income was £3,746 (2021 - £2,054) of which all was attributed to unrestricted reserves.

6. INCOME FROM CHARITABLE ACTIVITIES

		2022	2021
		£	£
Property rental	Charitable activities	1,022,975	954,974

Income from charitable activities was £1,022,975 (2021 - £954,974) of which all was attributed to unrestricted reserves.

7. CHARITABLE ACTIVITIES COSTS

	Direct Costs (see note 8)	Grant funding of activities (see note 9)	Support costs (see note 10)	Totals
	£	£	£	£
Charitable activities	445,831	163	489,222	935,216
Fundraising costs	89,739	-	66,012	155,751
	535,570	163	555,234	1,090,967

continued...

8. DIRECT COSTS

	2022	2021
	£	£
CHARITABLE ACTIVITIES		
Other operating leases	304,474	278,820
Rates and water	13,029	14,445
Light and heat	75,011	85,311
Property repairs	12,319	13,696
Furniture, fittings and refurbishment costs	35,300	45,008
TV licence	5,698	9,118
	445,831	446,398
FUNDRAISING COSTS		
Coffee bar direct costs	89,739	68,139
	535,570	514,537

Of the total direct costs, £21,750 (2021 - £9,000) was restricted.

9. GRANTS PAYABLE

	2022	2021
	£	£
Charitable activities	163	1,705

The total grants paid to institutions during the year was as follows:

	2022	2021
	£	£
Cannock Hospital	-	99
Stafford Hospital	-	-
St George's Hospital	163	1,606
	163	1,705

Amounts paid and committed total £163 (2021 - £1,705) and include St Georges Hospital £163 (2021 - £1,606), Cannock Hospital £nil (2021 - £99) and Stafford Hospital £nil (2021 - £nil).

10. SUPPORT COSTS

	Management	Finance	Governance	Other	Totals
	£	£	£	£	£
Charitable activities	404,937	16,367	34,957	32,961	489,222
Fundraising costs	58,233	4,877	1,157	1,745	66,012
	463,170	21,244	36,114	34,706	555,234

continued...

10. SUPPORT COSTS - continued

Of the total support costs, £12,000 (2021 - £16,032) was restricted.

GOVERNANCE COSTS	2022	2021
	£	£
Accountancy including auditors remuneration	20,650	12,704
Legal & professional fees	15,464	14,799
	36,114	27,503

Support costs, included in the above, are as follows:

	Charitable activities	Fundraising costs	2022 Total activities	2021 Total activities
	£	£	£	£
Wages	294,437	47,425	341,862	301,142
Social security	24,245	1,938	26,183	20,803
Defined contribution pension costs	21,354	4,795	26,149	24,481
Other operating leases	27,252	-	27,252	27,127
Light and heat	3,524	-	3,524	5,202
Repairs and maintenance	13,548	2,031	15,579	4,799
Depreciation of tangible assets	12,345	2,043	14,388	8,995
Telephone	8,233	-	8,233	6,209
Office expenses	15,972	108	16,080	12,877
Bank charges	393	4,770	5,163	3,939
Hire of equipment	-	1,235	1,235	1,713
Accountancy	19,493	1,157	20,650	12,704
Legal and professional fees	15,464	-	15,464	14,799
Motor expenses	4,428	-	4,428	4,820
Employee travel expenses	6,521	497	7,018	5,988
Insurance	3,273	-	3,273	6,616
Computer software and maintenance	5,955	-	5,955	5,890
Bad debts	5,962	-	5,962	9,160
Other expenses	6,823	13	6,836	12,501
	489,222	66,012	555,234	489,765

continued...

11. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2022	2021
	£	£
Depreciation - owned assets	14,388	8,995
Other operating leases	331,648	305,947
Auditor's fee	10,950	10,500
Accountancy fees	1,100	1,050
Defined contribution pension costs	26,149	24,481

12. TRUSTEES' AND KEY MANAGEMENT PERSONNEL REMUNERATION AND BENEFITS

The trustees neither received nor waived any remuneration during the year (2021 - £nil).

The total amount of employee benefits received by key management personnel is £50,543 (2021 - £48,264).

The trustees consider its key management personnel comprise solely the Chief Executive.

During the year, Sambuck Limited (a business owned by Mrs Y Buckland, a trustee of Stafford and Cannock League of Hospital Friends) invoiced the charity £5,189 (2021 - £5,152) for consultancy work. The balance outstanding at 31 December 2022 was £1,250 (2021 - £1,288).

Mrs M Minns, a trustee of Stafford and Cannock League of Hospital Friends invoiced the charity £nil (2021 - £250) for professional advice.

Trustees' expenses

During the year, travel expenses were reimbursed to 3 (2021 - 2) trustees amounting to £525 (2021 - £344).

13. STAFF COSTS

	2022	2021
	£	£
Wages and salaries	341,862	301,142
Social security	26,183	20,803
Defined contribution pension costs	26,149	24,481
	394,194	346,426

The average monthly number of employees during the year was as follows:

	2022	2021
Raising funds	4	4
Charitable activities	14	11
Governance	1	1
	19	16

No employee received emoluments above £60,000 during the current or preceding year.

continued...

13. STAFF COSTS - continued

Total redundancy / termination payments amount to £nil (2021 - £2,400).

14. AUDITOR'S REMUNERATION

	2022	2021
Auditor's remuneration is as follows:	£	£
Audit fees	10,950	10,500
All other non-audit services	1,100	1,050
Total fees	12,050	11,550

15. TANGIBLE FIXED ASSETS – GROUP

	Freehold property £	Long leasehold £	Fixtures and fittings £
COST			
At 1 January 2022	157,155	555,480	48,758
Additions	-	78,818	11,567
At 31 December 2022	157,155	634,298	60,325
DEPRECIATION			
At 1 January 2022	-	-	43,231
Charge for year	-	-	6,017
At 31 December 2022	-	-	49,248
NET BOOK VALUE			
At 31 December 2022	157,155	634,298	11,077
At 31 December 2021	157,155	555,480	5,527

continued...

	Motor vehicles £	Computer equipment £	Totals £
COST			
At 1 January 2022	-	16,154	777,547
Additions	22,995	4,049	117,429
At 31 December 2022	22,995	20,203	894,976
DEPRECIATION			
At 1 January 2022	-	10,223	53,454
Charge for year	5,749	2,622	14,388
At 31 December 2022	5,749	12,845	67,842
NET BOOK VALUE			
At 31 December 2022	17,246	7,358	827,134
At 31 December 2021	-	5,931	724,093

The above properties are carried at cost of £791,453 (2021 - £712,635) at 31 December 2022.

continued...

15. TANGIBLE FIXED ASSETS – CHARITY

	Freehold property £	Long leasehold £	Fixtures and fittings £
COST			
At 1 January 2022	157,155	555,480	8,068
Additions	-	78,818	10,418
At 31 December 2022	157,155	634,298	18,486
DEPRECIATION			
At 1 January 2022	-	-	5,460
Charge for year	-	-	3,975
At 31 December 2022	-	-	9,435
NET BOOK VALUE			
At 31 December 2022	157,155	634,298	9,051
At 31 December 2021	157,155	555,480	2,608

	Motor vehicles £	Computer equipment £	Totals £
COST			
At 1 January 2022	-	16,154	736,857
Additions	22,995	4,050	116,281
At 31 December 2022	22,995	20,204	853,138
DEPRECIATION			
At 1 January 2022	-	10,223	15,683
Charge for year	5,749	2,621	12,345
At 31 December 2022	5,749	12,844	28,028
NET BOOK VALUE			
At 31 December 2022	17,246	7,360	825,110
At 31 December 2021	-	5,931	721,174

The above properties are carried at cost of £791,453 (2021 - £712,635) at 31 December 2022.

continued...

16. FIXED ASSET INVESTMENTS

Stafford and Cannock League of Hospital Friends owns the entire issued share capital (£3) of Cannock Chase Hospital Trading Limited via three nominees that are also Trustees of Stafford and Cannock League of Hospital Friends.

Cannock Chase Hospital Trading Limited (company number - 07698767) was incorporated in England and Wales and its principal business is the provision of a coffee bar at Cannock Chase Hospital, which supports the aims of the charity. Its registered office is Caxton House, North Walls, Stafford, England, ST16 3AD. All profits are donated to the charity.

The subsidiary undertaking is included in the consolidated accounts of the charity.

Summary of trading results	2022	2021
	£	£
Turnover	162,976	125,599
Expenditure	(188,904)	(168,776)
Profit / (loss)	(25,928)	(43,177)

The assets and liabilities of Cannock Chase Hospital Trading Limited were:

	2022	2021
	£	£
Assets	64,087	54,508
Liabilities	(163,545)	(128,038)
Net liabilities	(99,458)	(73,530)

17. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	Group		Charity	
	2022	2021	2022	2021
	£	£	£	£
Trade debtors	73,438	40,583	72,416	38,754
Other debtors	7,223	3,679	144,623	117,156
Prepayments	11,118	4,967	11,118	4,967
	91,779	49,229	228,157	160,877

continued...

18. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	Group		Charity	
	2022	2021	2022	2021
	£	£	£	£
Trade creditors	66,670	39,261	48,403	29,980
Other creditors	9,761	-	9,761	-
VAT	5,917	3,724	-	-
Pension creditor	2,322	2,012	2,322	2,012
Accruals	21,253	18,015	20,091	17,255
Deferred income	10,250	-	10,250	-
	116,173	63,012	90,827	49,247

19. MOVEMENT IN FUNDS

	At 1.1.22	Net movement in funds	At 31.12.22
	£	£	£
Unrestricted funds			
Unrestricted fund	1,199,550	149,542	1,349,092
TOTAL FUNDS	1,199,550	149,542	1,349,092

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
Unrestricted fund	1,203,759	(1,054,217)	149,542
Restricted funds			
Restricted fund	36,750	(36,750)	-
TOTAL FUNDS	1,240,509	(1,090,967)	149,542

Unrestricted funds
Supported housing – The provision of supported housing for clients with suffer from mental illness.
Hospital cafes – Providing a range of retail services within local hospitals within Cannock and Stafford.

Restricted funds
Housing InReach – Support services provided at various local wards to prepare clients for life outside of the hospital ward.
Training grant – Grants received to subsidise staff training in a range of skills.

continued...

19. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds:

	Balance at 1.1.21	Incoming funds	Funds used	Balance at 31.12.21
	£	£	£	£
Total funds	1,068,323	1,137,234	(1,006,007)	1,199,550

Comparative net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
Unrestricted fund	1,112,202	(980,975)	131,227
Restricted funds			
Restricted fund	25,032	(25,032)	-
TOTAL FUNDS	1,137,234	(1,006,007)	131,227

continued...

20. RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES

	Group		Charity	
	2022	2021	2022	2021
	£	£	£	£
Net movement in funds	149,542	131,227	175,467	174,404
Add back depreciation charge	14,388	8,995	12,345	4,846
Interest	(3,746)	(2,054)	(3,746)	(2,054)
Decrease / (increase) in stocks	(847)	1,011	-	-
Decrease / (increase) in debtors	(42,550)	(2,232)	(67,280)	(51,778)
(Decrease) / increase in creditors	53,160	33,250	41,579	24,178
Net cash used in operating activities	169,947	170,197	158,365	149,596

21. OTHER FINANCIAL COMMITMENTS

Contractual commitments for the lease of housing flats, operating premises and vehicle leases contracted for but not provided in the financial statements amounted to £254,195 (2021 - £193,879).

22. RELATED PARTY DISCLOSURES

During the year, Sambuck Limited (a business owned by Mrs Y Buckland, a trustee of Stafford and Cannock League of Hospital Friends) invoiced the charity £5,189 (2021 - £5,152) for consultancy work. The balance at 31 December 2022 was £1,250 (2021 - £1,288).

Mrs M Minns, a trustee of Stafford and Cannock League of Hospital Friends invoiced the charity £nil (2021 - £250) for professional advice.

23. PENSIONS AND OTHER POST-RETIREMENT BENEFITS

The charity operates a defined contribution pension plan for its employees. The amount recognised as an expense in the period was £26,149 (2021 - £24,481).

continued...

24. STATEMENT OF FINANCIAL ACTIVITIES – COMPARATIVE BY FUND TYPE

	Unrestricted fund £	Restricted fund £	2021 Total funds £	2020 Total funds £
INCOME AND ENDOWMENTS FROM				
Donations and legacies	14,010	25,032	39,042	26,077
Charitable activities				
Charitable activities	954,974	-	954,974	832,133
Other trading activities	141,164	-	141,164	156,091
Investment income	2,054	-	2,054	2,417
Total	1,112,202	25,032	1,137,234	1,016,718
EXPENDITURE ON				
Charitable activities				
Charitable activities	854,290	25,032	879,322	793,294
Fundraising costs	126,685	-	126,685	149,762
Total	980,975	25,032	1,006,007	943,056
NET INCOME	131,227	-	131,227	73,662
RECONCILIATION OF FUNDS				
Total funds brought forward	1,068,323	-	1,068,323	994,661
TOTAL FUNDS CARRIED FORWARD	1,199,550	-	1,199,550	1,068,323

continued...

STAFFORD AND CANNOCK LEAGUE OF HOSPITAL FRIENDS

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2021

	2022	2021
	£	£
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	3,862	4,292
Grants	36,750	34,750
	40,612	39,042
Other trading activities		
Fundraising events	-	470
Coffee bar income	162,976	125,891
Extra hours support	-	3,720
Other income	10,200	11,083
	173,176	141,164
Investment income		
Interest receivable - trading	3,746	2,054
	3,746	2,054
Charitable activities		
Property rental	1,022,975	954,974
Total incoming resources	1,240,509	1,137,234
EXPENDITURE		
Charitable activities		
Other operating leases	304,474	278,820
Rates and water	13,029	14,445
Light and heat	75,011	85,311
Property repairs	12,319	13,696
Furniture, fittings and refurbishment costs	35,300	45,008
TV licence	5,698	9,118
Grants to institutions	163	1,705
	445,994	448,103

STAFFORD AND CANNOCK LEAGUE OF HOSPITAL FRIENDS

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2021

	2022	2021
	£	£
Raising funds		
Coffee bar direct costs	89,739	68,139
	89,739	68,139
Support costs		
Management		
Wages	341,862	301,142
Social security	26,183	20,803
Defined contribution pension costs	26,149	24,481
Other operating leases	27,252	27,127
Light and heat	3,524	5,202
Telephone	8,233	6,209
Repairs and maintenance	15,579	4,799
Fixtures & fittings	6,017	4,149
Computer equipment	2,622	4,846
Motor vehicles	5,749	-
	463,170	398,758
Governance		
Accountancy	20,650	12,704
Legal and professional fees	15,464	14,799
	36,114	27,503
Finance		
Office expenses	16,080	12,877
Bank charges	5,163	3,939
	21,243	16,816
Other		
Hire of equipment	1,235	1,713
Motor expenses	4,428	4,820
Employee travel expenses	7,018	5,988
Insurance	3,273	6,616
Computer software and maintenance	5,955	5,890
Bad debts	5,962	9,160
Other expenses	6,836	12,501
	34,707	46,688
Total resources expended	1,090,967	1,006,007
Net income	149,542	131,227

This page does not form part of the statutory financial statements

STAFFORD AND CANNOCK LEAGUE OF HOSPITAL FRIENDS

England & Wales - Charity number 1001476

Accounts

Scanned

REGISTERED COMPANY NUMBER: 02545804 (England and Wales)

REGISTERED CHARITY NUMBER: 1001476

REPORT OF THE TRUSTEES AND

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

FOR

STAFFORD AND CANNOCK LEAGUE OF HOSPITAL FRIENDS

Deans
Chartered accountants
Statutory auditor
Gibson House
Hurricane Court
Hurricane Close
Stafford
ST16 1GZ

STAFFORD AND CANNOCK LEAGUE OF HOSPITAL FRIENDS

CONTENTS OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2021

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REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2021

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 December 2021. The trustees have adopted the provisions of 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 2019).

STRATEGIC REPORT

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number
02545804 (England and Wales)

Registered Charity number
1001476

Registered office
Caxton House
North Walls
Stafford
ST16 3AD

Trustees
Mr H T Bould Construction Manager
Mrs Y A Buckland Semi Retired
Mr J A Day Retired Lecturer
M C F Hill (appointed 25.2.2021)
Mrs C A Holdcroft Retired
Mrs V Jones Retired Director Of Nursing
Mrs M Minns Solicitor
Mrs D J Moores Retired Ahp Lead
Mrs W Powell Retired

REFERENCE AND ADMINISTRATIVE DETAILS

Auditors
Deans
Chartered accountants
Statutory auditor
Gibson House
Hurricane Court
Hurricane Close
Stafford
ST16 1GZ

The Trustees have pleasure in presenting their annual report together with the consolidated financial statements of the charity and its subsidiary for the year ended 31 December 2021 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

Statutory background
The Charities Act 2011 section 132 requires the Trustees to prepare in respect of each financial year an annual report containing prescribed information and to transmit such report to the Charity Commissioners (having attached to it the financial statement of accounts for such financial year). The Trustees have also taken account of the Charity Commissioners' Statement of Recommended Practice (SORP FRS102) in respect of making this report.

Objectives and activities
A major part of the organisation's role is housing vulnerable people and this is achieved by property rental and a portfolio of owned properties. This allows the organisation to house individuals with needs that meet the objectives of the charity which include mental health, offending history and vulnerability. There is a direct link between the hospitals and a public benefit by the organisation offering supported housing to these individuals.

Aims of the organisation
1) Provide housing to vulnerable individuals with mental health and addiction issues.
2) Provide support and a service to patients and their families providing healthy choices via our catering outlets at local hospitals in Stafford and Cannock
3) Helping individuals to get back into employment by raising their self -esteem.
4) Ensuring healthy choices are always available at any catering outlet we support as an organisation, along with support and encouragement.

Strategies
1) The charity works with Housing Benefit, Stafford Borough Council, Cannock District Council, South Staffs Council and Walsall Council and offers an Inreach Service to the inpatients on the wards at St George's Hospital, Stafford and Redwoods Hospital, Shrewsbury, on a weekly basis viewing their needs regarding paperwork to claim benefits and moving on to supported Housing.
2) Food compliance are in place at all catering outlets and is reported to our Governance Committee.
3) Providing voluntary work for individuals to give a service to our local hospitals.
4) Providing supported housing to individuals and support them to move onto independent living, clients are given questionnaires to complete to improve the service the charity gives. Provide an Inreach Service to inpatients at Midlands Partnership NHS Foundation Trust to support them to move onto supported housing.

Achievements and performance

This past year has proved to be very challenging mainly due to the impact of the Covid-19 pandemic.
Our charity has not been immune to the effects of Covid, however due to the measure put in place and the hard work and dedication of our whole team we have managed our way through these difficult times.

This year's accounts detail how our charity has been affected and reflects the measures taken to minimise the impact. It was essential to our residents in our supported housing properties that we maintained the highest level of support to minimise the impact of the lockdown measures had on their mental health. A change in work practice mainly around face to face meetings was introduced with daily telephone consultations scheduled with vulnerable residents to ensure that the support levels required were maintained. Working from home was introduced for certain staff.

By far the biggest impact has been on our catering activities due to government restrictions on opening. At the request of the senior management team at Cannock Chase Hospital our Board of Trustees agreed to continue operating the Cannock Café as a takeaway service and essentials shop to support the NHS staff working at the hospital. This was done in the knowledge that it was unlikely to be cost effective in the short term. Covid has not gone away and although Government imposed restrictions have been eased the reduced footfall in hospitals is still a concern. Cost control measures remain in place regarding opening times and reduction in staffing levels continue to be monitored weekly. The cost effects of the Covid pandemic are reflected in this year's accounts.

The Board of Trustees continue to monitor the situation and it is expected that Cannock Cafe turnover should return to pre-pandemic levels in the second half of 2022.

Our volunteer lead catering outlets were closed throughout 2021, with the exception of the trolley service at St George's Hospital where a very small team maintained the essential service to certain key wards. The volunteer coffee bar at County Hospital Stafford has re-opened in early 2022 on reduced hours.

All our operations and work practices were fully reviewed and amended to comply fully with all Covid regulations and requirements, these requirements were checked and reviewed to ensure the highest level of safety standards were maintained and a special thanks must go to our Governance team and H&S Advisors for the way these measures were implicated and controlled.

A Fundraising Committee chaired by trustees has been established and has already held a number of small events to encourage volunteers to still play a part while our coffee bar at Cannock Hospital remains closed.

Chairman and Board of Trustees would like to thank everyone for a tremendous effort over the past year and we are very proud to be part of the team.

The Chairman would also like to thank the Board of Trustees for their dedication and their support to himself and for giving their time freely to the organisation.

Over the past year our charity has reviewed many of its working practices and procedures and established a new computerised system to improve our day-to-day controls and way of working. Our Governance procedures have been reviewed, improved and controls put in place for the benefit of everyone involved with our charity.

The Supported Housing Department under the guidance of Martin Thornley, Chief Executive and the Head of Housing Management, Zoe Pyatt, has repositioned its activities in line with the community needs. The charity has changed its style and type of properties to meet these requirements of single occupancy. Our aim is to increase the number of properties that are in the charity's ownership over future years as our funds allow. We will continue to build on the excellent relationships we have with a number of Registered Social Landlords to increase the number of properties they are able to allocate to our charity.

Harold Bould stepped down as Chairman after 5 years in that role. Val Jones, Vice Chair took over the role at the AGM in September 2021. Val Jones has a wealth of experience from working within the NHS which can only be of benefit to the organisation; Harold Bould took on the role of Vice Chair to ensure continuity.

The charity is committed to working closely with the main funding partners to demonstrate a "value for money" philosophy whilst providing the highest level of support to the residents.

The charity would like to thank family, friends and the local communities who have generously donated to the charity in so many ways this past year.

Grants
In the recent past we have applied for and received government business support grants in relation to Covid-19 these are reflected within our accounts. Our Chief Executive reports monthly on any grant opportunities to the Board of Trustees prior to any applications being made.

Training
We have introduced a training matrix for all staff, trustees and volunteers and this is reviewed regularly and forms a part of the Board Report. Training records for all staff are maintained and reviewed throughout the year. A number of staff have attended or received training throughout the year, albeit somewhat limited due to the effects of the ongoing COVID pandemic.

Financial Review
The financial statements for the year have been prepared in accordance with the accounting policies set out in the notes to the accounts and comply with the charity's governing document, the Charities Act 2011, the Companies Act 2006, and the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP FRS102).

The financial statements consolidate the results of Stafford and Cannock League of Hospital Friends and its trading subsidiary.

Funds in the charity have increased to £1,199,550 from £1,068,323. Rental income has subsequently increased from £832,133 to £954,974 in the year.

The trading subsidiary, Cannock Chase Trading Limited, operates coffee bars and cafes in the hospitals. The profit margins have been affected by the Covid-19 pandemic.

During the year the charity achieved income of £1,137,234 (2020 - £1,016,718) with expenditure of £1,006,007 (2020 - £943,056). Thus, increased the surplus of the charity to £131,227 (2020 - £73,662).

Reserves Policy
The Trustees' policy is to have unrestricted reserves equal to six months of operating expenditure. This is deemed by the Trustees to be the amount necessary to maintain operations should a shortfall in income arise and to cover risks and contingencies that would require an outlay of expenditure above a normal level. For reserves in excess of the reserves policy, the Trustees will assess the optimal usage of these funds to enable the charity to maximise its benefits.

The charities total reserves of £1,199,550 (2020 - £1,068,323) at the year-end were in excess of six months' worth of operating expenditure.

Grant Making Policy
The charity gives donations to County Hospital, St George's Hospital in Stafford and Cannock Chase Hospital. The hospitals do inform the League of Friends what projects they would like the donation to go towards. If the donation is £500 or less it is approved by the Chief Executive, but if the donation is over £500 then approval is needed from the Chairman and Treasurer. All donations given must be for the benefit of patients.

The League of Friends had arranged a variety of fundraising events throughout the year to boost the organisations surplus regrettably these had to be cancelled due to the Covid-19 restrictions.

Investment Powers
The charity has the power to make any investment which the Trustees see fit.

Governance and Management Structure
The charity is a company limited by guarantee and is managed by its trustees. The trustees are its Directors for the purposes of company law. The governing document is the Memorandum & Articles of Association reviewed and dated June 2021. It is registered as a charity with the Charity Commission.

The current trustees of the charity are listed in the reference and administrative information on page 1. The Board of Trustees meet regularly and have no beneficial interest in the charity.

The power of appointing new trustees is vested in the Board, composed of existing trustees.

Board Sub Committees have been set up and these Committees report back to the Board of Trustees.

The Board of Trustees, in 2016 took the decision to strengthen the management and operations of the charity and appoint a Chief Executive. The Chief Executive's remit is to manage the day-to-day activities of the organisation and deliver the business plan for the charity in line with the strategy developed by the Board of Trustees.

Key Personnel are the people with the authority and responsibility for planning, directing, and controlling the activities of the charity. The arrangements for setting the pay of key personnel are made by the Board of Trustees.

The Trustees have also complied with the duty in section 4 of the Charities Act 2011 to have due regard to the guidance published by the Charity Commission in relation to the public benefit of the charity.

Induction and Training of Trustees
The Trustees are committed to the provision of a high quality service to all clients. Against this commitment, they see the recruitment, selection and induction of all Trustees as a vital issue. It is recognised that we work and live in a diverse society, and, insofar as it is compatible with the policy on equal opportunities, they welcome diversity among its Trustees. The detailed criteria and procedures are available from the charity's Secretary.

Risk Management
An active Risk Register is sent to the Governance Committee on a monthly basis highlighting any current / new risks. The charity is now purchasing single occupancy accommodation due to the potential impact on housing benefits, in the future making the League less reliant on landlords for accommodation.

Future Plans for the Charity
The League has a plan in place for growth over the next 3 years for the Housing Department which will involve the purchase of one property per year as the funds allow. Working with Registered Social Landlords and local Landlords to increase the portfolio of the League and meet the demand for supported housing within Stafford and Cannock.

The Board of Trustees has recognised that the Charity needs to consider the future direction and aims and this has been a topic at Board Meetings throughout the year. The Board set aside a specific 'Trustees' Away Day Meeting' with the main aim to discuss the future development and investment policy associated with any development plans which took place in September 2021.

Related Parties
Neither the charity, nor any trustees on its behalf, holds any assets for another charity.

Cannock Chase Hospital Trading Limited is a trading subsidiary of the charity. It operates the coffee bars and cafes in the hospitals. Mr H T Bould, Mrs Y A Buckland and Mrs Mary Minns, all of whom are trustees of Stafford and Cannock League of Hospital Friends and are Directors and Shareholders (as nominees) of Cannock Chase Hospital Trading Limited. They have agreed that any profit made by the company will be gift aided to the charity.

From 1 January 2019, the Coffee Bars at County Hospital and St George's Hospital, Stafford have traded through Cannock Chase Hospital Trading Limited.

The results from the trading subsidiary are consolidated into the financial statements of the charity.

Indemnity Insurance
The charity has within its general insurance policy cover to indemnify the trustees against the consequences of any neglect or default on their part. The cost to the charity of this insurance has not been separately identified; however it is included in other expenses (Note 10).

Statement of Trustees' responsibilities
The trustees (who are also the directors of Stafford And Cannock League Of Hospital Friends for the purposes of company law) are responsible for preparing the Report of the Trustees 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 financial 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 those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to 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.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

AUDITORS
The auditors, Deans, will be proposed for re-appointment at the forthcoming Annual General Meeting.

Report of the trustees, incorporating a strategic report, approved by order of the board of trustees, as the company directors, on ....17 June 2022..... and signed on the board's behalf by:

V Jones

.....

V Jones - Trustee

Opinion

We have audited the financial statements of Stafford And Cannock League Of Hospital Friends (the 'parent charitable company') and its subsidiaries (the 'group') for the year ended 31 December 2021 which comprise the Consolidated Statement of Financial Activities, the Consolidated and Parent Balance Sheet, the Consolidated and Parent Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 December 2021 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006 and the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Report of the Trustees but does not include the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the Report of the Trustees is inconsistent in any material respect with the financial statements; or
- the charitable company has not kept adequate accounting records; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Our responsibilities for the audit of the financial statements
We have been appointed as auditors under Section 151 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

- Inspection of CQUIN hygiene reports, although due to COVID-19, no hygiene audits have been carried out since 2019;
- Inspection of board minutes both during and after the reporting period to identify any discussions of non-compliance;
- Communication with management before, during and after the audit fieldwork to confirm instances of non-compliance;
- Auditing the risk of management override of controls, including through testing journal entries and other adjustments for appropriateness, and evaluation of the business rationale of significant transactions outside the normal course of business;
- Reviewing financial statement disclosures and testing to supporting documentation to assess compliance with applicable laws and regulations.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

Use of our report

This report is made solely to the charitable company's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charitable company's trustees those matters we are required to state to them in an auditors' 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 charitable company and the charitable company's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Deans
Chartered accountants
Statutory auditor
Eligible to act as an auditor in terms of Section 1212 of the Companies Act 2006
Gibson House
Hurricane Court
Hurricane Close
Stafford
ST16 1GZ

Date: 27 June 2022

STAFFORD AND CANNOCK LEAGUE OF HOSPITAL FRIENDS

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING CONSOLIDATED INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31 DECEMBER 2021

	Notes	Unrestricted fund £	Restricted fund £	2021 Total funds £	2020 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	3	14,010	25,032	39,042	26,077
Charitable activities	6				
Charitable activities		954,974	-	954,974	832,133
Other trading activities	4	141,164	-	141,164	156,091
Investment income	5	2,054	-	2,054	2,417
Total		1,112,202	25,032	1,137,234	1,016,718
EXPENDITURE ON					
Charitable activities	7				
Charitable activities		854,290	25,032	879,322	793,294
Fundraising costs		126,685	-	126,685	149,762
Total		980,975	25,032	1,006,007	943,056
NET INCOME		131,227	-	131,227	73,662
RECONCILIATION OF FUNDS					
Total funds brought forward		1,068,323	-	1,068,323	994,661
TOTAL FUNDS CARRIED FORWARD		1,199,550	-	1,199,550	1,068,323

The notes form part of these financial statements

STAFFORD AND CANNOCK LEAGUE OF HOSPITAL FRIENDS

CONSOLIDATED BALANCE SHEET
31 DECEMBER 2021

	Notes	Group 2021 £	Group 2020 £	Charity 2021 £	Charity 2020 £
FIXED ASSETS					
Tangible assets	15	724,093	641,492	721,174	634,426
Investments	16	-	-	-	-
		724,093	641,492	721,174	634,426
CURRENT ASSETS					
Stock		3,439	4,450	-	-
Debtors	17	49,229	46,999	160,877	109,102
Cash at bank and in hand		485,801	405,144	440,279	380,223
		538,469	456,593	601,156	489,325
CREDITORS					
Amounts falling due within one year	18	(63,012)	(29,762)	(49,247)	(25,069)
NET CURRENT ASSETS		475,457	426,831	551,909	464,256
TOTAL ASSETS LESS CURRENT LIABILITIES		1,199,550	1,068,323	1,273,083	1,098,682
NET ASSETS		1,199,550	1,068,323	1,273,083	1,098,682
FUNDS	19				
Unrestricted funds:					
Unrestricted fund		1,199,550	1,068,323	1,273,083	1,098,682
TOTAL FUNDS		1,199,550	1,068,323	1,273,083	1,098,682

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2021.

The members have not deposited notice, pursuant to Section 476 of the Companies Act 2006 requiring an audit of these financial statements.

The trustees acknowledge their responsibilities for

(a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and

(b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been audited under the requirements of Section 145 of the Charities Act 2011.

The notes form part of these financial statements

CONSOLIDATED BALANCE SHEET - continued
31 DECEMBER 2021

The financial statements were approved by the Board of Trustees and authorised for issue on 17 June 2022 and were signed on its behalf by:

V Jones - Trustee

The notes form part of these financial statements

STAFFORD AND CANNOCK LEAGUE OF HOSPITAL FRIENDS

CONSOLIDATED CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 DECEMBER 2021

	Note	Group 2021 £	Group 2020 £	Charity 2021 £	Charity 2020 £
Cash flow from operating activities	20	170,197	79,661	149,596	91,013
Net cash flow from operating activities		170,197	79,661	149,596	91,013
Cash flow from investing activities					
Interest		2,054	2,417	2,054	2,417
Shares in group undertakings		-	-	-	24,484
Purchase of tangible fixed assets		(91,594)	(82,710)	(91,594)	(82,710)
Net cash flow from investing activities		(89,540)	(80,293)	(89,540)	(55,809)
Net increase/ (decrease) in cash and cash equivalents		80,657	(632)	60,056	35,204
Cash and cash equivalents brought forward		405,144	405,776	380,223	345,019
Cash and cash carried forward		485,801	405,144	440,279	380,223
Cash and cash equivalents consists of:					
Cash at bank and in hand		485,801	405,144	440,279	380,223
Cash and cash equivalents at 31.12.2021		485,801	405,144	440,279	380,223

The notes form part of these financial statements

1. STATUTORY INFORMATION

The charity is a company limited by guarantee. The members of the company are the trustees named on page 1. The registered office address is Caxton House, North Walls, Stafford, ST16 3AD.

2. ACCOUNTING POLICIES

Basis of preparing the financial statements
Stafford and Cannock League of Hospital Friends is a charitable company limited by guarantee in the United Kingdom. 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. The address of the registered office is given in the charity information on page 1 of these financial statements. The nature of the charity's operations and principal activities are to provide supported housing for people enduring mental illness and to provide a range of retail services within local hospitals.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with 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 (effective 1 January 2019), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

Income recognition
All incoming resources are included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably, and it is probable that the income will be received.

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained, then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

Donated facilities and donated professional services are recognised in income at their fair value when their economic benefit is probable, it can be measured reliably, and the charity has control over the item.

No amount is included in the financial statements for volunteer time in line with the SORP. Further detail is given in the Trustees' Annual Report.

Gifts in kind donated for resale are included at fair value, where it is impracticable to fair value the items due to the volume of low value items they are not recognised in the financial statements until they are sold. This income is recognised within 'Income from other trading activities'.

continued...

2. ACCOUNTING POLICIES - continued

Income recognition
Income from trading activities includes income earned from fundraising events and trading activities to raise funds for the charity. Income is received in exchange for supplying goods and services in order to raise funds and is recognised when entitlement has occurred.

Income from government and other grants are recognised at fair value when the charity has entitlement after any performance conditions have been met, it is probable that the income will be received, and the amount can be measured reliably. If entitlement is not met, then these amounts are deferred.

Investment income is earned through holding assets for investment purposes such as shares and property. It includes dividends, interest and rent. Where it is not practicable to identify investment management costs incurred within a scheme with reasonable accuracy the investment income is reported net of these costs. It is included when the amount can be measured reliably. Interest income is recognised using the effective interest method and dividend and rent income is recognised as the charity's right to receive payment is established.

Expenditure recognition
All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required, and the amount of the obligation can be measured reliably. It is categorised under the following headings:

- Costs of raising funds include the costs of commercial trading including fundraising expenditure and property rental costs.
- Expenditure on charitable activities includes grants payable in furtherance of the charity's objects, management, administration and governance.
- Other expenditure represents those items not falling into the categories above.

Irrecoverable VAT is charged as an expense against the activity for which expenditure arose.

Support costs allocation
Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office costs, governance costs, administrative payroll costs. They are incurred directly in support of expenditure on the objects of the charity and include project management carried out at Headquarters. Where support costs cannot be directly attributed to particular headings, they have been allocated to cost of raising funds and expenditure on charitable activities on a basis consistent with use of the resources. The analysis of these costs is included in note 10.

Tangible fixed assets
Tangible fixed assets are stated at cost (or deemed cost) or valuation less accumulated depreciation and accumulated impairment losses. Cost includes costs directly attributable to making the asset capable of operating as intended. Depreciation is provided on all tangible fixed assets, at rates calculated to write off the cost, less estimated residual value, of each asset on a systematic basis over its expected useful life as follows:

continued...

2. ACCOUNTING POLICIES - continued

Tangible fixed assets

Freehold property	- not provided
Long Leasehold property	- not provided
Fixtures & fittings	- 10-15% on cost
Computer equipment	- 25% on cost

Investments in subsidiaries
Investments in subsidiary undertakings are recognised at cost.

Taxation
The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and 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.

Funds
Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for specific purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Leases
Rentals payable and receivable under operating leases are charged to the SoFA on a straight-line basis over the period of the lease.

Employee benefits
When employees have rendered service to the charity, short-term employee benefits to which the employees are entitled are recognised at the undiscounted amount expected to be paid in exchange for that service.

The charity operates a defined contribution plan for the benefit of its employees. Contributions are expended as they become payable.

Going concern
The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

Since 31 March 2020, the COVID-19 pandemic has affected the charities income compared to budgeted income. This related to income shortfalls due to national restrictions, social distancing and enforced closures. These shortfalls have been mitigated by the COVID-19 support packages received from local authorities. During the year to 31 December 2021, the charity received one-off receipts totalling £9,718 (2020 - £10,000). These one-off receipts have enabled the charity to manage the operational and support costs in the period.

continued...

2. ACCOUNTING POLICIES - continued

Going concern
The trustees rely on the charity's forecasts, projections and cash management for the next 12 months and have a reasonable expectation that the charitable company has adequate resources to continue in operational existence for the foreseeable future. With easing of government restrictions during 2022, it is anticipated that fundraising income and other income sources progressively reverts to pre COVID-19 levels.

Debtors and creditors receivable / payable within one year
Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

Stock
Stock is included at the lower of cost or net realisable value. Provision is made for damaged, obsolete and slow-moving stock where appropriate.

3. DONATIONS AND LEGACIES

	2021	2020
	£	£
Donations	4,292	4,077
Grants	34,750	22,000
	39,042	26,077

Income from donations, legacies and grants was £39,042 (2020 - £26,077) of which £25,032 (2020 - £12,000) was attributable to restricted funds and £14,010 (2020 - £14,077) was attributed to unrestricted reserves.

£9,718 (2020 - £10,000) of government grants were received in respect of the Business interruption COVID relief grant. There are no other contingencies and unfulfilled conditions attaching to government grants.

Restricted grants received, included in the above, are as follows:

	2021	2020
	£	£
Housing InReach	21,000	12,000
Training	4,032	-
	25,032	12,000

continued...

4. OTHER TRADING ACTIVITIES

	2021	2020
	£	£
Fundraising events	762	742
Coffee bar income	125,599	151,536
Extra hours support	3,720	3,813
Other income	11,083	-
	141,164	156,091

Income from other trading activities was £141,164 (2020 - £156,091) of which all was attributed to unrestricted reserves.

5. INVESTMENT INCOME

	2021	2020
	£	£
Interest receivable - trading	2,054	2,417

Income from investment income was £2,054 (2020 - £2,417) of which all was attributed to unrestricted reserves.

6. INCOME FROM CHARITABLE ACTIVITIES

		2021	2020
		£	£
Property rental	Charitable activities	954,974	832,133

Income from charitable activities was £954,974 (2020 - £832,133) of which all was attributed to unrestricted reserves.

7. CHARITABLE ACTIVITIES COSTS

	Direct Costs (see note 8)	Grant funding of activities (see note 9)	Support costs (see note 10)	Totals
	£	£	£	£
Charitable activities	446,398	1,705	431,219	879,322
Fundraising costs	68,139	-	58,546	126,685
	514,537	1,705	489,765	1,006,007

continued...

8. DIRECT COSTS

	2021	2020
	£	£
CHARITABLE ACTIVITIES		
Other operating leases	278,820	236,012
Rates and water	14,445	15,402
Light and heat	85,311	61,064
Property repairs	13,696	16,158
Furniture, fittings and refurbishment costs	45,008	37,475
TV licence	9,118	4,083
	446,398	370,194
FUNDRAISING COSTS		
Coffee bar direct costs	68,139	85,134
	514,537	455,328

Of the total direct costs, £9,000 (2020 - £nil) was restricted.

9. GRANTS PAYABLE

	2021	2020
	£	£
Charitable activities	1,705	2,253

The total grants paid to institutions during the year was as follows:

	2021	2020
	£	£
Cannock Hospital	99	912
Stafford Hospital	-	100
St George's Hospital	1,606	1,241
	1,705	2,253

Amounts paid and committed total £1,705 (2020 - £2,253) and include St Georges Hospital £1,606 (2020 - £1,241), Cannock Hospital £99 (2020 - £912) and Stafford Hospital £nil (2020 - £100).

10. SUPPORT COSTS

	Management	Finance	Governance	Other	Totals
	£	£	£	£	£
Charitable activities	347,528	13,143	26,303	44,245	431,219
Fundraising costs	51,230	3,673	1,200	2,443	58,546
	398,758	16,816	27,503	46,688	489,765

continued...

10. SUPPORT COSTS - continued

Of the total support costs, £16,032 (2020 - £12,000) was restricted.

GOVERNANCE COSTS	2021	2020
	£	£
Accountancy including auditors remuneration	12,704	11,807
Legal & professional fees	14,799	26,107
	27,503	37,914

Support costs, included in the above, are as follows:

	Charitable activities	Fundraising costs	2021 Total activities	2020 Total activities
	£	£	£	£
Wages	260,749	40,393	301,142	296,530
Social security	19,609	1,194	20,803	20,732
Defined contribution pension costs	19,477	5,004	24,481	23,651
Other operating leases	27,127	-	27,127	33,364
Light and heat	5,202	-	5,202	3,672
Repairs and maintenance	4,309	490	4,799	4,785
Depreciation of tangible assets	4,847	4,148	8,995	5,754
Deficit on disposal of tangible assets	-	-	-	677
Telephone	6,209	-	6,209	5,129
Office expenses	12,821	56	12,877	19,106
Bank charges	321	3,618	3,939	3,401
Hire of equipment	-	1,713	1,713	1,796
Accountancy	11,504	1,200	12,704	11,807
Legal and professional fees	14,799	-	14,799	26,107
Motor expenses	4,820	-	4,820	7,741
Employee travel expenses	5,561	427	5,988	4,440
Insurance	6,616	-	6,616	3,840
Computer software and maintenance	5,890	-	5,890	5,665
Bad debts	8,973	187	9,160	4,054
Other expenses	12,385	116	12,501	3,224
	431,219	58,546	489,765	485,475

continued...

11. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2021	2020
	£	£
Depreciation - owned assets	8,995	5,754
Other operating leases	305,947	269,376
Deficit/(Surplus) on disposal of fixed assets	-	677
Auditor's fee	10,500	9,600
Accountancy fees	1,050	2,207
Defined contribution pension costs	24,481	23,651

12. TRUSTEES' AND KEY MANAGEMENT PERSONNEL REMUNERATION AND BENEFITS

The trustees neither received nor waived any remuneration during the year (2020 - £nil).

The total amount of employee benefits received by key management personnel is £48,264 (2020 - £46,398).

The trustees consider its key management personnel comprise solely the Chief Executive.

During the year, Sambuck Limited (a business owned by Mrs Y Buckland, a trustee of Stafford and Cannock League of Hospital Friends) invoiced the charity £5,152 (2020 - £5,015) for consultancy work. The balance outstanding at 31 December 2021 was £1,288 (2020 - £nil).

Mrs M Minns, a trustee of Stafford and Cannock League of Hospital Friends invoiced the charity £250 (2020 - £nil) for professional advice. The balance at 31 December 2021 was £nil (2020 - £nil).

Trustees' expenses

During the year, travel expenses were reimbursed to 2 (2020 - 2) trustees amounting to £344 (2020 - £468).

13. STAFF COSTS

	2021	2020
	£	£
Wages and salaries	301,142	296,530
Social security	20,803	20,732
Defined contribution pension costs	24,481	23,651
	346,426	340,913

The average monthly number of employees during the year was as follows:

	2021	2020
Raising funds	4	5
Charitable activities	11	11
Governance	1	1
	16	17

No employee received emoluments above £60,000 during the current or preceding year.

continued...

13. STAFF COSTS - continued

Total redundancy / termination payments amount to £2,400 (2020 - £4,903).

14. AUDITOR'S REMUNERATION

	2021	2020
Auditor's remuneration is as follows:	£	£
Audit fees	10,500	9,600
All other non-audit services	1,050	-
Total fees	11,550	9,600

15. TANGIBLE FIXED ASSETS – GROUP

	Freehold property £	Long leasehold £	Fixtures and fittings £	Computer equipment £	Totals £
COST					
At 1 January 2021	157,155	465,018	48,758	15,021	685,952
Additions	-	90,462	-	1,133	91,595
At 31 December 2021	157,155	555,480	48,758	16,154	777,547
DEPRECIATION					
At 1 January 2021	-	-	38,276	6,183	44,459
Charge for year	-	-	4,955	4,040	8,995
At 31 December 2021	-	-	43,231	10,223	53,454
NET BOOK VALUE					
At 31 December 2021	157,155	555,480	5,527	5,931	724,093
At 31 December 2020	157,155	465,018	10,482	8,838	641,492

The above properties are carried at cost of £712,635 (2020 - £622,173) at 31 December 2021.

continued...

15. TANGIBLE FIXED ASSETS – CHARITY

	Freehold property £	Long leasehold £	Fixtures and fittings £	Computer equipment £	Totals £
COST					
At 1 January 2021	157,155	465,018	8,068	15,021	645,262
Additions	-	90,462	-	1,133	91,595
At 31 December 2021	157,155	555,480	8,068	16,154	736,857
DEPRECIATION					
At 1 January 2021	-	-	4,653	6,183	10,836
Charge for year	-	-	807	4,040	4,847
At 31 December 2021	-	-	5,460	10,223	15,683
NET BOOK VALUE					
At 31 December 2021	157,155	555,480	2,608	5,931	721,174
At 31 December 2020	157,155	465,018	3,415	8,838	634,426

The above properties are carried at cost of £712,635 (2020 - £622,173) at 31 December 2021.

continued...

16. FIXED ASSET INVESTMENTS

Stafford and Cannock League of Hospital Friends owns the entire issued share capital (£3) of Cannock Chase Hospital Trading Limited via three nominees that are also Trustees of Stafford and Cannock League of Hospital Friends.

Cannock Chase Hospital Trading Limited (company number - 07698767) was incorporated in England and Wales and its principal business is the provision of a coffee bar at Cannock Chase Hospital, which supports the aims of the charity. Its registered office is Caxton House, North Walls, Stafford, England, ST16 3AD. All profits are donated to the charity.

The subsidiary undertaking is included in the consolidated accounts of the charity.

Summary of trading results	2021	2020
	£	£
Turnover	125,599	151,536
Expenditure	(168,776)	(121,180)
Profit / (loss)	(43,177)	(30,356)

The assets and liabilities of Cannock Chase Hospital Trading Limited were:

	2021	2020
	£	£
Assets	54,508	37,615
Liabilities	(128,038)	(67,968)
Net liabilities	(73,530)	(30,353)

17. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	Group		Charity	
	2021	2020	2021	2020
	£	£	£	£
Trade debtors	40,583	34,806	38,754	34,432
Other debtors	3,679	3,679	117,156	66,156
Prepayments	4,967	8,514	4,967	8,514
	49,229	46,999	160,877	109,102

continued...

18. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	Group		Charity	
	2021	2020	2021	2020
	£	£	£	£
Trade creditors	39,261	9,070	29,980	7,827
VAT	3,724	2,843	-	-
Pension creditor	2,012	1,997	2,012	1,997
Accruals	18,015	15,852	17,255	15,245
	63,012	29,762	49,247	25,069

19. MOVEMENT IN FUNDS

	At 1.1.21	Net movement in funds	At 31.12.21
	£	£	£
Unrestricted funds			
Unrestricted fund	1,068,323	131,227	1,199,550
TOTAL FUNDS	1,068,323	131,227	1,199,550

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
Unrestricted fund	1,112,202	(980,975)	131,227
Restricted funds			
Restricted fund	25,032	(25,032)	-
TOTAL FUNDS	1,137,234	(1,006,007)	131,227

Unrestricted funds
Supported housing – The provision of supported housing for clients with suffer from mental illness.
Hospital cafes – Providing a range of retail services within local hospitals within Cannock and Stafford.

Restricted funds
Housing InReach – Support services provided at various local wards to prepare clients for life outside of the hospital ward.
Training grant – Grants received to subsidise staff training in a range of skills.

continued...

19. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds:

	Balance at 1.1.20	Incoming funds	Funds used	Balance at 31.12.20
	£	£	£	£
Total funds	994,661	1,016,718	(943,056)	1,068,323

Comparative net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
Unrestricted fund	1,004,718	(931,056)	73,662
Restricted funds			
Restricted fund	12,000	(12,000)	-
TOTAL FUNDS	1,016,718	(943,056)	73,662

continued...

20. RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES

	Group		Charity	
	2021	2020	2021	2020
	£	£	£	£
Net movement in funds	131,227	73,662	174,404	128,504
Add back depreciation charge	8,995	5,754	4,846	4,562
Add back (profit) / loss on disposal of fixed assets	-	677	-	677
Dividend received	-	-	-	(24,484)
Interest	(2,054)	(2,417)	(2,054)	(2,417)
Decrease / (increase) in stocks	1,011	3,722	-	-
Decrease / (increase) in debtors	(2,232)	(11,644)	(51,778)	(34,375)
(Decrease) / increase in creditors	33,250	9,907	24,178	18,546
Net cash used in operating activities	170,197	79,661	149,596	91,013

21. OTHER FINANCIAL COMMITMENTS

Contractual commitments for the lease of housing flats, operating premises and vehicle leases contracted for but not provided in the financial statements amounted to £193,879 (2020 - £163,982).

22. RELATED PARTY DISCLOSURES

During the year, Sambuck Limited (a business owned by Mrs Y Buckland, a trustee of Stafford and Cannock League of Hospital Friends) invoiced the charity £5,152 (2020 - £5,015) for consultancy work. The balance at 31 December 2021 was £1,288 (2020 - £nil).

Mrs M Minns, a trustee of Stafford and Cannock League of Hospital Friends invoiced the charity £250 (2020 - £nil) for professional advice. The balance at 31 December 2021 was £nil (2020 - £nil).

23. PENSIONS AND OTHER POST-RETIREMENT BENEFITS

The charity operates a defined contribution pension plan for its employees. The amount recognised as an expense in the period was £24,481 (2020 - £23,651).

continued...

24. STATEMENT OF FINANCIAL ACTIVITIES – COMPARATIVE BY FUND TYPE

	Unrestricted fund £	Restricted fund £	2020 Total funds £	2019 Total funds £
INCOME AND ENDOWMENTS FROM				
Donations and legacies	14,077	12,000	26,077	204,517
Charitable activities				
Charitable activities	832,133	-	832,133	657,839
Other trading activities	156,091	-	156,091	279,915
Investment income	2,417	-	2,417	2,048
Other income	-	-	-	8,846
Total	1,004,718	12,000	1,016,718	1,153,165
EXPENDITURE ON				
Charitable activities				
Charitable activities	781,294	12,000	793,294	584,347
Fundraising costs	149,762	-	149,762	280,766
Total	931,056	12,000	943,056	865,113
NET INCOME	73,662	-	73,662	288,052
RECONCILIATION OF FUNDS				
Total funds brought forward	994,661	-	994,661	706,609
TOTAL FUNDS CARRIED FORWARD	1,068,323	-	1,068,323	994,661

STAFFORD AND CANNOCK LEAGUE OF HOSPITAL FRIENDS

England & Wales - Charity number 1001476

Accounts

REGISTERED COMPANY NUMBER: 02545804 (England and Wales)

REGISTERED CHARITY NUMBER: 1001476

REPORT OF THE TRUSTEES AND

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

FOR

STAFFORD AND CANNOCK LEAGUE OF HOSPITAL FRIENDS

Deans
Chartered accountants
Statutory auditor
Gibson House
Hurricane Court
Hurricane Close
Stafford
ST16 1GZ

STAFFORD AND CANNOCK LEAGUE OF HOSPITAL FRIENDS

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REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2020

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 December 2020. The trustees have adopted the provisions of 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 2019).

STRATEGIC REPORT

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number
02545804 (England and Wales)

Registered Charity number
1001476

Registered office
Caxton House
North Walls
Stafford
ST16 3AD

Trustees
Mr H T Bould Construction Manager
Mrs Y A Buckland Semi Retired
Mr J A Day Retired Lecturer
M C F Hill (appointed 25.2.2021)
Mrs C A Holdcroft Retired
Mrs V Jones Retired Director Of Nursing
Mrs M Minns Solicitor (appointed 28.4.2020)
Mrs D J Moores Retired Ahp Lead
Mrs W Powell Retired
Mrs H J Perren (resigned 10.12.2020)
J M V Ogbourne (resigned 30.10.2020)
Mrs P Pearsall (resigned 1.5.2020)
J R Andrew (resigned 27.2.2020)

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2020

REFERENCE AND ADMINISTRATIVE DETAILS

Auditors
Deans
Chartered accountants
Statutory auditor
Gibson House
Hurricane Court
Hurricane Close
Stafford
ST16 1GZ

The Trustees have pleasure in presenting their annual report together with the consolidated financial statements of the charity and its subsidiary for the year ended 31 December 2020 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

Statutory background

The Charities Act 2011 section 132 requires the Trustees to prepare in respect of each financial year an annual report containing prescribed information and to transmit such report to the Charity Commissioners (having attached to it the financial statement of accounts for such financial year). The Trustees have also taken account of the Charity Commissioners' Statement of Recommended Practice (SORP FRS102) in respect of making this report.

Objectives and activities

A major part of the organisations role is housing vulnerable people and this is achieved by property rental and a portfolio of owned properties. This allows the organisation to house individuals with needs that meet the objectives of the charity which include mental health, offending history and vulnerability. There is a direct link between the hospitals and a public benefit by the organisation offering supported housing to these individuals.

Aims of the organisation

1) Provide housing to vulnerable individuals with mental health and addiction issues.
2) Provide support and a service to patients and their families providing healthy choices via our catering outlets at local hospitals in Stafford and Cannock
3) Helping individuals to get back into employment by raising their self -esteem.
4) Ensuring healthy choices are always available at any catering outlet we support as an organisation, along with support and encouragement.

Strategies

1) The charity works with Housing Benefit, Stafford Borough Council and offers an Inreach Service to the inpatients on the wards at St George's Hospital, Stafford, on a weekly basis viewing their needs regarding paperwork to claim benefits and moving on to supported Housing.
2) Food compliance with CQUIN, measures are in place at all catering outlets and is reported to our Governance Committee.
3) Providing voluntary work for individuals to give a service to our local hospitals.
4) Providing supported housing to individuals and support them to move onto independent living, clients are given questionnaires to complete to improve the service the charity gives. Provide an Inreach Service to inpatients at Midlands Partnership NHS Foundation Trust to support them to move onto supported housing.

Achievements and performance

This past year has proved to be very challenging mainly due to the impact of the Covid-19 pandemic.
Our charity has not been immune to the effects of COVID, however due to the measure put in place and the hard work and dedication of our whole team we have managed our way through these difficult times

This year's accounts detail how our charity has been affected and reflects the measured taken to minimise the impact. It was essential to our residents in our supported housing properties that we maintained the highest level of support to minimise the impact of the lockdown measures had on their mental health. A change in work practice mainly around face-to-face meeting was introduced with daily telephone consolations were scheduled with venerable residents to ensure that the support levels required was maintained. Working from home was introduced for certain staff.

By far the biggest impact has been on our catering activities due to government restrictions on opening. At the request of the senior management team at Cannock Chase Hospital our Board of Trustees agreed to continue operating the Cannock café as a takeaway service and essentials shop to support the NHS staff working at the hospital. This was done in the knowledge that it was unlikely to be cost effective, however the trustees considered that in these unprecedented times it was important that our charity supports our frontline NHS staff.

Our volunteer lead catering outlets were closed throughout the year, with the exception of the trolley service at St George's Hospital were a very small team maintained the essential service to certain key wards.

All our operations and work practices were full review and amended to comply fully with all COVID regulations and requirements, these requirements were checked and reviewed to ensure the highest level of safety standards were maintained and a special thanks must go to our Governance team and H&S Advisors for the way these measures were implicated and controlled

Chairman and Board of Trustees would like to thank everyone for a tremendous effort over the past year and we are very proud to be part of the team

The Chairman would also like to thank the Board of Trustees for their dedication and their support to himself and for giving their time freely to the organisation. The newly appointed trustee Malcolm Hill has taken up key position on the Board and has settled in very well.

Unfortunately, Jonathan Andrew, John Ogbourne and Helen Perren stepped down from the Board due to family commitments and the Chairman and trustees would like to thank them for many years of service to the charity.

Our Company Secretary Mary Minns a qualified solicitor has undertaken a full review of the Charities Memorandum & Articles of Association to ensure remain relevant and up to date. The minor amendments have been submitted and approved by the Charities Commission and Companies House

Over the past year our charity has reviewed many of its working practices and procedures and established a new computerised system to improve our day to day controls and way of working. Our Governance procedures have been reviewed, improved and controls put in place for the benefit of everyone involved with our charity.

The Supported Housing Department under the guidance of Martin Thornley, Chief Executive and the Head of Housing Management, Zoe Pyatt, has repositioned its activities in line with the community needs. The charity has changed its style and type of properties to meet these requirements of single occupancy. Our aim is to increase the number of properties that are in the charities ownership over future years as our funds allow. We will continue to build on the excellent relationships we have with a number of Registered Social Landlords to increase the number of properties they are able to allocate to our charity.

2021, will see, Harold Bould stepping down as Chairman after 5 years in that role. Val Jones, Vice Chair to take over the role at the AGM in September. Val Jones has a wealth of experience from working within the NHS which can only be of benefit to the organisation, Harold Bould is going to take on the role of Vice Chair at the AGM in September to ensure continuity.

The charity is committed to working closely with the main funding partners to demonstrate a "value for money" philosophy whilst providing the highest level of support to the residents.

The charity would like to thank family, friends and the local communities who have generously donated to the charity in so many ways this past year.

Grants
During the past year we have applied for and received government business support grants in relation to Covid-19 these are reflected within our accounts. Our Chief Executive reports monthly on any grant opportunities to the Board of Trustees prior to any applications being made.

Training
We have introduced a training matrix for all staff, trustees and volunteers and this is reviewed regularly and forms a part of the Board Report. Training records for all staff are maintained and reviewed throughout the year. A number of staff have attended or received training throughout the year, albite somewhat limited due to the effects of the ongoing COVID pandemic.

Financial Review
The financial statements for the year have been prepared in accordance with the accounting policies set out in the notes to the accounts and comply with the charity's governing document, the Charities Act 2011, the Companies Act 2006, and the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP FRS102).

The financial statements consolidate the results of Stafford and Cannock League of Hospital Friends and its trading subsidiary.

The charity this year, increasing the funds of the charity to £1,068,323 from £994,661. Rental income has subsequently increased from £657,839 to £832,133 in the year.

The trading subsidiary, Cannock Chase Trading Limited, operates coffee bars and cafes in the hospitals. The profit margins have been effected by the Covid-19 pandemic.

During the year the charity achieved income of £1,016,718 (2019 - £1,153,165) with expenditure of £943,056 (2019 - £865,113). Thus decreased the surplus of the charity to £73,662 (2019 - £288,052).

Reserves Policy
The Trustees' policy is to have unrestricted reserves equal to six months of operating expenditure. This is deemed by the Trustees to be the amount necessary to maintain operations should a shortfall in income arise and to cover risks and contingencies that would require an outlay of expenditure above a normal level. For reserves in excess of the reserves policy, the Trustees will assess the optimal usage of these funds to enable the charity to maximise its benefits.

The charities total reserves of £1,068,323 (2019: £994,661) at the year-end were in excess of six months' worth of operating expenditure

Grant Making Policy
The charity gives donations to County Hospital, St George's Hospital in Stafford and Cannock Chase Hospital. The hospitals do inform the League of Friends what projects they would like the donation to go towards. If the donation is £500 or less it is approved by the Chief Executive, but if the donation is over £500 then approval is needed from the Chairman and Treasurer. All donations given must be for the benefit of patients.

The League of Friends had arranged a variety of fundraising events throughout the year to boost the organisations surplus regrettably these had to be cancelled due to the Covid-19 restrictions.

Investment Powers
The charity has the power to make any investment which the Trustees see fit.

Governance and Management Structure
The charity is a company limited by guarantee and is managed by its trustees. The trustees are its Directors for the purposes of company law. The governing document is the Memorandum & Articles of Association reviewed and dated June 2021. It is registered as a charity with the Charity Commission.

The current trustees of the charity are listed in the reference and administrative information on page 1. The Board of Trustees meet regularly and have no beneficial interest in the charity.

The power of appointing new trustees is vested in the Board, composed of existing trustees.

Board Sub Committees have been set up and these Committees report back to the Board of Trustees.

The Board of Trustees, in 2016 took the decision to strengthen the management and operations of the charity and appoint a Chief Executive. The Chief Executive's remit is to manage the day-to-day activities of the organisation and deliver the business plan for the charity in line with the strategy developed by the Board of Trustees.

Key Personnel are the people with the authority and responsibility for planning, directing, and controlling the activities of the charity. The arrangements for setting the pay of key personnel are made by the Board of Trustees.

The Trustees have also complied with the duty in section 4 of the Charities Act 2011 to have due regard to the guidance published by the Charity Commission in relation to the public benefit of the charity.

Induction and Training of Trustees
The Trustees are committed to the provision of a high-quality service to all clients. Against this commitment, they see the recruitment, selection and induction of all Trustees as a vital issue. It is recognised that we work and live in a diverse society, and, insofar as it is compatible with the policy on equal opportunities, they welcome diversity among its Trustees. The detailed criteria and procedures are available from the charity's Secretary.

Risk Management
An active Risk Register is sent to the Governance Committee on a monthly basis highlighting any current / new risks. The charity is now purchasing single occupancy accommodation due to the potential impact on housing benefits, in the future making the League less reliant on landlords for accommodation.

Future Plans for the Charity
The League has a plan in place for growth over the next 3 years for the Housing Department which will involve the purchase of one property per year as the funds allow. Working with Registered Social Landlords and local Landlords to increase the portfolio of the League and meet the demand for supported housing within Stafford and Cannock.

The Board of Trustees has recognised that the Charity needs to consider the future direction and aims, and this has been a topic at Board Meetings throughout the year. The Board had set aside a specific 'Trustees' Away Day Meeting' with the main aim to discuss the future development and investment policy associated with any development plans. As a direct result of the Government imposed restrictions this meeting was deferred until face-to-face meetings could be safely held.

A rearranged meeting date has now been set for 28th September 2021

Related Parties
Neither the charity, nor any trustees on its behalf, holds any assets for another charity.

Cannock Chase Hospital Trading Limited is a trading subsidiary of the charity. It operates the coffee bars and cafes in the hospitals. Mr H T Bould, Mrs Y A Buckland and Mrs Mary Minns, all of whom are trustees of Stafford and Cannock League of Hospital Friends and are Directors and Shareholders (as nominees) of Cannock Chase Hospital Trading Limited. They have agreed that any profit made by the company will be gift aided to the charity.

From 1 January 2019, the Coffee Bars at County Hospital and St George's Hospital, Stafford have traded through Cannock Chase Hospital Trading Limited.

The results from the trading subsidiary are consolidated into the financial statements of the charity.

Indemnity Insurance
The charity has within its general insurance policy cover to indemnify the trustees against the consequences of any neglect or default on their part. The cost to the charity of this insurance has not been separately identified; however, it is included in other expenses (Note 9).

Covid-19
At the time of preparing this statement we are continuing to encountering the restrictions associated with Covid-19, we are uncertain what the future effects might be on the charity. The Board of Trustees is committed to maintaining the support of the three hospitals it currently works alongside, supporting housing tenants and its staff. The charity will do everything possible to minimise the negative cost impact these uncertain times have on the charity. The effect of the pandemic will remain on the agenda of Board Meetings and will be reviewed, and appropriate measures taken as a direct effect of any government imposed restrictions.

Statement of Trustees' responsibilities
The trustees (who are also the directors of Stafford And Cannock League Of Hospital Friends for the purposes of company law) are responsible for preparing the Report of the Trustees 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 financial 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 those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to 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.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

AUDITORS

The auditors, Deans, will be proposed for re-appointment at the forthcoming Annual General Meeting.

Report of the trustees, incorporating a strategic report, approved by order of the board of trustees, as the company directors, on 28/9/2021 and signed on the board's behalf by:

H T Bould - Trustee

Opinion

We have audited the financial statements of Stafford And Cannock League Of Hospital Friends (the 'charitable company') for the year ended 31 December 2020 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 December 2020 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the Report of the Trustees is inconsistent in any material respect with the financial statements; or
- the charitable company has not kept adequate accounting records; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Our responsibilities for the audit of the financial statements
We have been appointed as auditors under Section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

- Inspection of fire risk assessment which was assessed during the year, confirming that the charity has adequate controls in place, should any incidents occur. This has resulted in a 'Pass' rating;
- Inspection of CQUIN hygiene reports, although due to COVID-19, no hygiene audits have been carried out since 2019;
- Inspection of board minutes both during and after the reporting period to identify any discussions of non-compliance;
- Communication with management before, during and after the audit fieldwork to confirm instances of non-compliance;
- Auditing the risk of management override of controls, including through testing journal entries and other adjustments for appropriateness, and evaluation of the business rationale of significant transactions outside the normal course of business;
- Reviewing financial statement disclosures and testing to supporting documentation to assess compliance with applicable laws and regulations.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occuring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

Use of our report

This report is made solely to the charitable company's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charitable company's trustees those matters we are required to state to them in an auditors' 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 charitable company and the charitable company's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Deans

Deans
Chartered accountants
Statutory auditor
Eligible to act as an auditor in terms of Section 1212 of the Companies Act 2006
Gibson House
Hurricane Court
Hurricane Close
Stafford
ST16 1GZ

Date: 28 September 2021

STAFFORD AND CANNOCK LEAGUE OF HOSPITAL FRIENDS

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING CONSOLIDATED INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31 DECEMBER 2020

	Notes	Unrestricted fund £	Restricted fund £	2020 Total funds £	2019 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	3	14,077	12,000	26,077	204,517
Charitable activities	6				
Charitable activities		832,133	-	832,133	657,839
Other trading activities	4	156,091	-	156,091	279,915
Investment income	5	2,417	-	2,417	2,048
Other income	7	-	-	-	8,846
Total		1,004,718	12,000	1,016,718	1,153,165
EXPENDITURE ON					
Charitable activities	8				
Charitable activities		781,294	12,000	793,294	584,347
Fundraising costs		149,762	-	149,762	280,766
Total		931,056	12,000	943,056	865,113
NET INCOME		73,662	-	73,662	288,052
RECONCILIATION OF FUNDS					
Total funds brought forward		994,661	-	994,661	706,609
TOTAL FUNDS CARRIED FORWARD		1,068,323	-	1,068,323	994,661

The notes form part of these financial statements

STAFFORD AND CANNOCK LEAGUE OF HOSPITAL FRIENDS

CONSOLIDATED BALANCE SHEET
31 DECEMBER 2020

	Notes	Group 2020 £	Group 2019 £	Charity 2020 £	Charity 2019 £
FIXED ASSETS					
Tangible assets	16	641,492	565,215	634,426	556,955
Investments	17	-	-	-	-
		641,492	565,215	634,426	556,955
CURRENT ASSETS					
Stock		4,450	8,171	-	-
Debtors	18	46,999	35,355	109,102	74,728
Cash at bank and in hand		405,144	405,776	380,223	345,019
		456,593	449,301	489,325	419,746
CREDITORS					
Amounts falling due within one year	19	(29,762)	(19,855)	(25,069)	(6,523)
NET CURRENT ASSETS		426,831	429,446	464,256	413,223
TOTAL ASSETS LESS CURRENT LIABILITIES		1,068,323	994,661	1,098,682	970,178
NET ASSETS		1,068,323	994,661	1,098,682	970,178
FUNDS	20				
Unrestricted funds:					
Unrestricted fund		1,068,323	994,661	1,098,682	970,178
TOTAL FUNDS		1,068,323	994,661	1,098,682	970,178

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2020.

The members have not deposited notice, pursuant to Section 476 of the Companies Act 2006 requiring an audit of these financial statements.

The trustees acknowledge their responsibilities for

(a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and

(b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been audited under the requirements of Section 145 of the Charities Act 2011.

The notes form part of these financial statements

CONSOLIDATED BALANCE SHEET - continued
31 DECEMBER 2020

The financial statements were approved by the Board of Trustees and authorised for issue on 28/9/21 and were signed on its behalf by:



H T Bould - Trustee

The notes form part of these financial statements

STAFFORD AND CANNOCK LEAGUE OF HOSPITAL FRIENDS

CONSOLIDATED CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 DECEMBER 2020

	Note	Group 2020 £	Group 2019 £	Charity 2020 £	Charity 2019 £
Cash flow from operating activities	21	79,661	253,931	91,013	217,394
Net cash flow from operating activities		79,661	253,931	91,013	217,394
Cash flow from investing activities					
Interest		2,417	2,048	2,417	2,048
Shares in group undertakings		-	-	24,484	-
Proceeds from sale of tangible fixed assets		-	211,779	-	211,779
Purchase of tangible fixed assets		(82,710)	(325,975)	(82,710)	(323,356)
Net cash flow from investing activities		(80,293)	(112,148)	(55,809)	(109,529)
Net increase/ (decrease) in cash and cash equivalents		(632)	141,783	35,204	107,865
Cash and cash equivalents brought forward		405,776	263,993	345,019	237,154
Cash and cash carried forward		405,144	405,776	380,223	345,019
Cash and cash equivalents consists of:					
Cash at bank and in hand		405,144	405,776	380,223	345,019
Cash and cash equivalents at 31.12.2020		405,144	405,776	380,223	345,019

The notes form part of these financial statements

1. STATUTORY INFORMATION

The charity is a company limited by guarantee. The members of the company are the trustees named on page five. The registered office address is Caxton House, North Walls, Stafford, ST16 3AD.

2. ACCOUNTING POLICIES

Basis of preparing the financial statements
Stafford and Cannock League of Hospital Friends is a charitable company limited by guarantee in the United Kingdom. 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. The address of the registered office is given in the charity information on page 3 of these financial statements. The nature of the charity's operations and principal activities are to provide supported housing for people enduring mental illness and to provide a range of retail services within local hospitals.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with 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 (effective 1 January 2019), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

Income recognition
All incoming resources are included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably, and it is probable that the income will be received.

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained, then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

Donated facilities and donated professional services are recognised in income at their fair value when their economic benefit is probable, it can be measured reliably, and the charity has control over the item.

No amount is included in the financial statements for volunteer time in line with the SORP. Further detail is given in the Trustees' Annual Report.

Gifts in kind donated for resale are included at fair value, where it is impracticable to fair value the items due to the volume of low value items they are not recognised in the financial statements until they are sold. This income is recognised within 'Income from other trading activities'.

Fixed asset gifts in kind are recognised when receivable and are included at fair value. They are not deferred over the life of the asset.

continued...

2. ACCOUNTING POLICIES - continued

Income recognition
For legacies, entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received. At this point income is recognised. On occasion legacies will be notified to the charity however it is not possible to measure the amount expected to be distributed. On these occasions, the legacy is treated as a contingent asset and disclosed.

Income from trading activities includes income earned from fundraising events and trading activities to raise funds for the charity. Income is received in exchange for supplying goods and services in order to raise funds and is recognised when entitlement has occurred.

Income from government and other grants are recognised at fair value when the charity has entitlement after any performance conditions have been met, it is probable that the income will be received, and the amount can be measured reliably. If entitlement is not met, then these amounts are deferred.

Investment income is earned through holding assets for investment purposes such as shares and property. It includes dividends, interest and rent. Where it is not practicable to identify investment management costs incurred within a scheme with reasonable accuracy the investment income is reported net of these costs. It is included when the amount can be measured reliably. Interest income is recognised using the effective interest method and dividend and rent income is recognised as the charity's right to receive payment is established.

Expenditure recognition
All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required, and the amount of the obligation can be measured reliably. It is categorised under the following headings:

- Costs of raising funds include the costs of commercial trading including fundraising expenditure and property rental costs.
- Expenditure on charitable activities includes grants payable in furtherance of the charity's objects, management, administration and governance.
- Other expenditure represents those items not falling into the categories above.

Irrecoverable VAT is charged as an expense against the activity for which expenditure arose.
Grants offered subject to conditions which have not been met at the year-end date are noted as a commitment but not accrued as expenditure.

Support costs allocation
Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office costs, governance costs, administrative payroll costs. They are incurred directly in support of expenditure on the objects of the charity and include project management carried out at Headquarters. Where support costs cannot be directly attributed to particular headings, they have been allocated to cost of raising funds and expenditure on charitable activities on a basis consistent with use of the resources. The analysis of these costs is included in note 11.

Tangible fixed assets
Tangible fixed assets are stated at cost (or deemed cost) or valuation less accumulated depreciation and accumulated impairment losses. Cost includes costs directly attributable to making the asset capable of operating as intended. Depreciation is provided on all tangible fixed assets, at rates calculated to write off the cost, less estimated residual value, of each asset on a systematic basis over its expected useful life as follows:

continued...

2. ACCOUNTING POLICIES - continued

Tangible fixed assets

Freehold property	- not provided
Fixtures & fittings	- 10% on cost
Computer equipment	- 25% on cost

Taxation

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and 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.

Funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for specific purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Leases

Assets acquired under finance leases are capitalised and depreciated over the shorter of the lease term and the expected useful life of the asset. Minimum lease payments are apportioned between the finance charge and the reduction of the outstanding lease liability using the effective interest method. The related obligations, net of future finance charges, are included in creditors.

Rentals payable and receivable under operating leases are charged to the SoFA on a straight-line basis over the period of the lease.

Employee benefits

When employees have rendered service to the charity, short-term employee benefits to which the employees are entitled are recognised at the undiscounted amount expected to be paid in exchange for that service.

The charity operates a defined contribution plan for the benefit of its employees. Contributions are expended as they become payable.

Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

Since 31 March 2020, the COVID-19 pandemic has affected the charities income compared to budgeted income. This related to income shortfalls due to national restrictions, social distancing and enforced closures. These shortfalls have been mitigated by the COVID-19 support packages received from local authorities. During the year to 31 December 2020, the charity received one-off receipts totalling £10,000 (2019 - £nil). These one-off receipts have enabled the charity to manage the operational and support costs in the period.

continued...

2. ACCOUNTING POLICIES - continued

Going concern
The trustees rely on the charity's forecasts, projections and cash management for the next 12 months and have a reasonable expectation that the charitable company has adequate resources to continue in operational existence for the foreseeable future. A principal assumption in the quality of the management information is the relaxation of COVID-19 restrictions and vaccination programs are rolled out as planned by the UK government. It is anticipated that clients and other income sources progressively revert to pre COVID-19 levels.

Debtors and creditors receivable / payable within one year
Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

Stock
Stock is included at the lower of cost or net realisable value. Provision is made for damaged, obsolete and slow-moving stock where appropriate.

3. DONATIONS AND LEGACIES

	2020	2019
	£	£
Donations	4,077	6,395
Legacies	-	186,122
Grants	22,000	12,000
	26,077	204,517

Income from donations, legacies and grants was £26,077 (2019 - £204,517) of which £12,000 (2019 - £12,000) was attributable to restricted funds and £14,077 (2019 - £192,517) was attributed to unrestricted reserves.

£10,000 (2019 - £nil) of government grants were received in respect of the Retail, Hospitality and Leisure COVID relief grant. There are no other contingencies and unfulfilled conditions attaching to government grants.

Restricted grants received, included in the above, are as follows:

	2020	2019
	£	£
Housing in Reach	12,000	12,000

continued...

4. OTHER TRADING ACTIVITIES

	2020	2019
	£	£
Fundraising events	742	1,316
Coffee bar income	151,536	278,599
Extra hours support	3,813	-
	156,091	279,915

Income from other trading activities was £156,091 (2019 - £279,915) of which all was attributed to unrestricted reserves.

5. INVESTMENT INCOME

	2020	2019
	£	£
Interest receivable - trading	2,417	2,048
	2,417	2,048

Income from investment income was £2,417 (2019 - £2,048) of which all was attributed to unrestricted reserves.

6. INCOME FROM CHARITABLE ACTIVITIES

		2020	2019
		£	£
Property rental	Charitable activities	832,133	657,839

Income from charitable activities was £832,133 (2019 - £657,839) of which all was attributed to unrestricted reserves.

7. OTHER INCOME

	2020	2019
	£	£
Gain on sale of tangible fixed assets held	-	8,846

8. CHARITABLE ACTIVITIES COSTS

	Direct Costs (see note 9)	Grant funding of activities (see note 10)	Support costs (see note 11)	Totals
	£	£	£	£
Charitable activities	370,194	2,253	420,847	793,294
Fundraising costs	85,134	-	64,628	149,762
	455,328	2,253	485,475	943,056

continued...

9. DIRECT COSTS

	2020	2019
	£	£
CHARITABLE ACTIVITIES		
Other operating leases	236,012	177,840
Rates and water	15,402	12,779
Light and heat	61,064	43,501
Property repairs	16,158	12,326
Furniture, fittings and refurbishment costs	37,475	28,501
TV licence	4,083	5,998
	370,194	280,945
FUNDRAISING COSTS		
Coffee bar direct costs	85,134	136,072
	455,328	417,017

10. GRANTS PAYABLE

	2020	2019
	£	£
Charitable activities	2,253	3,148

The total grants paid to institutions during the year was as follows:

	2020	2019
	£	£
Cannock Hospital	912	-
Stafford Hospital	100	-
St George's Hospital	1,241	904
The Royal Wolverhampton NHS Trust	-	1,595
Other	-	649
	2,253	3,148

Amounts paid and committed total £2,253 (2019 - £3,148) and include St Georges Hospital £1,241 (2019 - £904), The Royal Wolverhampton NHS Trust £nil (2019 - £1,595), Cannock Hospital £912 (2019 - £nil), Stafford Hospital £100 (2019 - £nil) and other grants payable £nil (2019 - £649).

11. SUPPORT COSTS

	Management	Finance	Governance	Other	Totals
	£	£	£	£	£
Charitable activities	335,162	19,154	37,914	28,617	420,847
Fundraising costs	59,132	3,353	-	2,143	64,628
	394,294	22,507	37,914	30,760	485,475

continued...

11. SUPPORT COSTS - continued

Of the total support costs, £12,000 (2019 - £12,000) was restricted.

GOVERNANCE COSTS	2020 £	2019 £
Accountancy including auditors remuneration	11,807	3,756
Legal & professional fees	26,107	13,061
	37,914	16,817

Support costs, included in the above, are as follows:

	Charitable activities £	Fundraising costs £	2020 Total activities £	2019 Total activities £
Wages	246,114	50,416	296,530	273,821
Social security	18,675	2,057	20,732	18,801
Defined contribution pension costs	18,697	4,954	23,651	22,482
Other operating leases	33,364	-	33,364	24,159
Light and heat	3,672	-	3,672	8,855
Repairs and maintenance	4,272	513	4,785	5,945
Depreciation of tangible assets	4,562	1,192	5,754	4,891
Deficit on disposal of tangible assets	677	-	677	-
Telephone	5,129	-	5,129	6,756
Office expenses	19,042	64	19,106	18,848
Bank charges	112	3,289	3,401	6,787
Hire of equipment	-	1,796	1,796	2,148
Accountancy	11,807	-	11,807	3,756
Legal and professional fees	26,107	-	26,107	13,061
Motor expenses	7,741	-	7,741	3,936
Employee travel expenses	4,232	208	4,440	4,915
Insurance	3,840	-	3,840	5,383
Computer software and maintenance	5,665	-	5,665	10,076
Bad debts	4,054	-	4,054	5,270
Other expenses	3,085	139	3,224	5,059
	420,847	64,628	485,475	444,948

continued...

12. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2020	2019
	£	£
Depreciation - owned assets	5,754	4,891
Other operating leases	269,376	201,999
Deficit/(Surplus) on disposal of fixed assets	677	(8,846)
Auditor's fee	9,600	2,040
Accountancy fees	2,207	3,756
Defined contribution pension costs	23,651	22,482

13. TRUSTEES' AND KEY MANAGEMENT PERSONNEL REMUNERATION AND BENEFITS

The trustees neither received nor waived any remuneration during the year (2019 - £nil).

The total amount of employee benefits received by key management personnel is £46,398 (2019 - £44,500).

The trustees consider its key management personnel comprise of solely the Chief Executive.

During the year, Sambuck Limited (a business owned by Mrs Y Buckland, a trustee of Stafford and Cannock League of Hospital Friends) invoiced the charity £5,015 (2019 - £5,117) for consultancy work. The balance outstanding at 31 December 2020 was £nil (2019 - £nil).

Trustees' expenses

During the year, travel expenses were reimbursed to 2 (2019 - 5) trustees amounting to £468 (2019 - £668).

14. STAFF COSTS

	2020	2019
	£	£
Wages and salaries	296,530	273,821
Social security	20,732	18,801
Defined contribution pension costs	23,651	22,482
	340,913	315,104

The average monthly number of employees during the year was as follows:

	2020	2019
Raising funds	5	9
Charitable activities	11	9
Governance	1	1
	17	19

No employee received emoluments above £60,000 during the current or preceding year.

continued...

14. STAFF COSTS - continued

Total redundancy / termination payments amount to £4,903 (2019 - £nil).

15. AUDITOR'S REMUNERATION

	2020	2019
Auditor's remuneration is as follows:	£	£
Audit fees	9,600	2,040
All other non-audit services	-	3,756
Total fees	9,600	5,796

16. TANGIBLE FIXED ASSETS -- GROUP AND CHARITY

	Freehold property £	Long leasehold £	Fixtures and fittings £	Computer equipment £	Totals £
COST					
At 1 January 2020	157,155	389,459	66,994	21,513	635,120
Additions	-	75,559	1,150	6,001	82,710
Disposals	-	-	(19,386)	(12,493)	(31,879)
At 31 December 2020	157,155	465,018	48,758	15,021	685,951
DEPRECIATION					
At 1 January 2020	-	-	54,986	14,921	69,907
Charge for year	-	-	1,999	3,755	5,754
Eliminated on disposal			(18,709)	(12,493)	(31,202)
At 31 December 2020	-	-	38,276	6,183	44,459
NET BOOK VALUE					
At 31 December 2020	157,155	465,018	10,482	8,838	641,492
At 31 December 2019	157,155	389,459	12,008	6,592	565,214

Included within land and buildings were properties valued by Nicolsons Estate Agents, who are external to the company, on 22 April 2014, on the basis of open market value and existing use. These properties were sold during 2019. The remaining properties are carried at cost of £622,691 (2019 - £546,614) at 31 December 2020.

continued...

17. FIXED ASSET INVESTMENTS

Stafford and Cannock League of Hospital Friends owns the entire issued share capital £3 of Cannock Chase Hospital Trading Limited via three nominees that are also Trustees of Stafford and Cannock League of Hospital Friends.

Cannock Chase Hospital Trading Limited (company number - 07698767) was incorporated in England and Wales and its principal business is the provision of a coffee bar at Cannock Chase Hospital, which supports the aims of the charity. Its registered office is Caxton House, North Walls, Stafford, England, ST16 3AD. All profits are donated to the charity.

The subsidiary undertaking is included in the consolidated accounts of the charity.

Summary of trading results	2020	2019
	£	£
Turnover	151,536	278,599
Expenditure	(121,180)	(254,115)
Profits	(30,356)	24,484

The assets and liabilities of Cannock Chase Hospital Trading Limited were:

	2020	2019
	£	£
Assets	37,615	79,331
Liabilities	(67,968)	(54,844)
Net liabilities	(30,353)	24,487

18. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	Group		Charity	
	2020	2019	2020	2019
	£	£	£	£
Trade debtors	34,806	27,909	34,432	26,564
Other debtors	3,679	1,941	66,156	42,659
Prepayments	8,514	5,505	8,514	5,505
	46,999	35,355	109,102	74,728

continued...

19. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	Group		Charity	
	2020	2019	2020	2019
	£	£	£	£
Trade creditors	9,070	1,157	7,827	1,166
VAT	2,843	7,957	-	-
Pension creditor	1,997	1,735	1,997	1,735
Accruals	15,852	9,007	15,245	3,622
	29,762	19,855	25,069	6,523

20. MOVEMENT IN FUNDS

	At 1.1.20	Net movement in funds	At 31.12.20
	£	£	£
Unrestricted funds			
Unrestricted fund	994,661	73,662	1,068,323
TOTAL FUNDS	994,661	73,662	1,068,323

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
Unrestricted fund	1,004,718	(916,520)	73,662
Restricted funds			
Restricted fund	12,000	(12,000)	-
TOTAL FUNDS	1,016,718	(928,520)	73,662

continued...

20. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds:

	Balance at 1.1.19	Incoming funds	Transfer	Funds used	Balance at 31.12.19
	£	£	£	£	£
Unrestricted funds	506,609	1,141,165	200,000	853,113	994,661
Revaluation reserve:	Balance at 1.1.19	Gains / (losses) in the year	Transfer	Funds used	Balance at 31.12.19
	£	£	£	£	£
Gain on revaluation of fixed assets for the charities use	200,000	-	(200,000)	-	-
	706,609	**1,141,165**	**-**	**853,113**	**994,661**

Comparative net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
Unrestricted fund	1,129,165	(841,113)	288,052
Restricted funds			
Restricted fund	12,000	(12,000)	-
TOTAL FUNDS	1,141,165	(853,113)	288,052

continued...

21. RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES

	Group		Charity	
	2020	2019	2020	2019
	£	£	£	£
Net movement in funds	73,662	288,052	128,504	265,272
Add back depreciation charge	5,754	4,891	4,562	3,349
Add back (profit) / loss on disposal of fixed assets	677	(8,846)	677	(8,846)
Dividend received	-	-	(24,484)	-
Interest	(2,417)	(2,048)	(2,417)	(2,048)
Decrease / (increase) in stocks	3,722	(3,258)	-	2,254
Decrease / (increase) in debtors	(11,644)	(8,604)	(34,375)	(20,042)
(Decrease) / increase in creditors	(9,907)	(16,256)	18,546	(22,545)
Net cash used in operating activities	79,661	253,931	91,013	217,394

22. OTHER FINANCIAL COMMITMENTS

Contractual commitments for the lease of housing flats, operating premises and vehicle leases contracted for but not provided in the financial statements amounted to £163,982 (2019 - £72,450).

23. RELATED PARTY DISCLOSURES

During the year, Sambuck Limited (a business owned by Mrs Y Buckland, a trustee of Stafford and Cannock League of Hospital Friends) invoiced the charity £5,015 (2019 - £5,117) for consultancy work. The balance at 31 December 2020 was £nil (2019 - £nil).

24. PENSIONS AND OTHER POST-RETIREMENT BENEFITS

The charity operates a defined contribution pension plan for its employees. The amount recognised as an expense in the period was £23,651 (2019 - £22,482).