

**REGISTERED CHARITY NUMBER: 1059680**

**Report of the Trustees and  
Unaudited Financial Statements for the Year Ended 31 March 2021  
for  
Kate's Home Nursing**

# **Kate's Home Nursing**

## **Contents of the Financial Statements for the year ended 31 March 2021**

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**Reference and Administrative Details  
for the year ended 31 March 2021**

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<b>Registered charity number:</b>	1059680
<b>Principal address:</b>	The George Moore Community Centre Moore Road Bourton-on-the-Water Gloucestershire GL54 2AZ
<b>President</b>	Lady Ashton of Hyde
<b>Trustees:</b>	Asad Noorani Esq (Chairman) Mrs Finula Allen Mrs Nicola Noorani Dr Paul Perkins Dr Paul Sherringham Mr Michael Pender Mrs Helen Spooner Dr Jon Wreford
<b>Chief Executive:</b>	Mrs Karen Pengilley
<b>Nursing Manager:</b>	Mrs Rosemary Clarke
<b>Bankers:</b>	Lloyds Bank Plc High Street Moreton-in-Marsh Gloucestershire GL56 0AY
<b>Independent examiner:</b>	William Hinton Limited Ross House The Square Stow-on-the-Wold Gloucestershire GL54 1AF
<b>Accountants:</b>	Tayabali Tomlin Kenton House Oxford Street Moreton-in-Marsh Gloucestershire GL56 0LA
<b>Solicitors:</b>	Kendall & Davies Crossways House The Square Stow-on-the-Wold Gloucestershire GL54 1AB

The trustees present their report with the financial statements of the charity for the year ended 31 March 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).

## **OBJECTIVES AND ACTIVITIES**

### **Objects**

The objects of the Charity are to provide uncharged palliative nursing care to any patient living within a 20 mile radius of Stow-on-the-Wold, Gloucestershire, who is in need by reason of terminal illness and who would prefer to be nursed in their own homes, including where appropriate any complementary therapy from time to time approved by the trustees.

In furtherance of these objects but not otherwise and only when there is capacity without detracting from the Objects above, to enhance the provision of the service by enabling patients to become familiar with it at an appropriate time and to continue the service to a satisfactory conclusion the trustees shall have power to enable the following:

patients living within the area of benefit may be accepted on a short term basis:-

- a. if they are feeling very ill as a result of chemotherapy or other treatment, although they have not yet been given a clear palliative diagnosis;
- b. if they have long-term degenerative conditions such as MS or MND and are experiencing a particularly bad phase or where respite care is needed for their family and
- c. the provision of bereavement support for the next of kin of patients nursed by the charity, if they reside within the Area of Benefit.

The provision of such home nursing care is at the absolute discretion of the trustees, provided always that the care is first requested by either the community nurse in charge of the patient, the patient's general practitioner or self referral.

In setting these objectives and planning our activities, the Charity's trustees gave careful consideration to the Charity Commission's general guidance on public benefit.

## **OBJECTIVES AND ACTIVITIES**

### **Activities and achievements for the year**

The demand for our nursing service was similar to the previous year - we provided a total of 5,400 hours of nursing care for 113 local people and support for their families and carers.

During a year dominated by the Covid-19 virus, which introduced challenges our service had never previously experienced, we adapted, put plans in place, trained, obtained the necessary PPE, supported our nurses, introduced new protocols and continued to offer our services. During the first few months, we found that our patients were not being tested for the virus and so it was necessary for us to treat each home as though the virus was present. For the safety of our nurses and our patients we revised our night time shifts and offered a settle shift in the evening and a morning visit, with the same nurse on call for the patient overnight. This worked very well and we received some wonderful feedback. Our telephone support at this time was greatly increased and again people fed back that it was extremely comforting to know that our experienced nurses were always available to talk to and to ask advice from. There was some initial reticence amongst people to invite nurses into their homes at this time. Lockdown also meant families were at home which reduced the need for our services when patients were well symptom controlled and carers were rested. After a brief lull, we were able to source adequate PPE and accessed donning and doffing face to face training through the NHS, asked all our nurses to attend occupational health assessments and did all we could to support them during a very concerning time for them. We also very quickly accessed the vaccination service for our nurses through our good relationship with our local hospital and Gloucestershire CCG.

Throughout the year we made more use of digital technology than ever before. All of our meetings went online and we were able to offer some bereavement support via video calls and to also run some fund raising activities online.

We continued to receive excellent feedback from our patients and their families and conducted several audits which indicated that our nurses felt well supported and our policies and processes were well received and practised. We continued to maintain our vital links with the National Association of Hospice at Home, NHS Commissioners in Gloucestershire and Oxfordshire and other local hospices and charities providing a similar service. We also became a member of Hospice UK.

We continued to offer study sessions, although face to face training was not appropriate for much of the year. We introduced a new Care Plan which is the most comprehensive that we have encountered. We rewrote many of our policies and procedures. We did all we could to ensure that our nurses and volunteers continued to feel supported, that our expectations and requirements were very clear and that our patients continued to receive the best possible care. We encouraged all of our nurses to take up Practice Support to help and support them in their roles. Our recruitment, induction, appraisal and feedback processes remain embedded and robust.

## **OBJECTIVES AND ACTIVITIES**

Over the year the charity continued to offer the bereavement support offered to our patient's next of kin. The main function of this service is to provide support through the difficult first year, normalising the grief process and helping people to understand the impact it has on their day-to-day life. We allow people time to talk about the person who has died and their emotions. Although we offer this service for a year, the average length of stay on our case load is approximately six months. When people can feel isolated and vulnerable we link-in and signpost them to non-medical prescribing re-socialisation. We also assess for signs of complicated grief and if we feel that someone may need counselling and further in depth support, we signpost them to Cruse, their GP and other local services. We have included our bereavement support service in our auditing process and feedback confirms that this service is extremely beneficial. We have identified areas in which we can develop, for example practical support such as cookery demonstrations for those who have little experience in the kitchen, a social activity as well as a practical one which provides numerous benefits for a bereaved person. We have arranged for one of our trustees, who is a local solicitor, to attend some of our coffee mornings to inform people about wills and probate and to answer specific questions they may have. We have improved our links with the Gloucestershire Carers Support Hub and this has proved to be an invaluable source of support, advice and opportunities for our carers.

We continue to be proactive in looking for ways to improve the service we offer whilst remaining a truly local charity. We took on Rendcomb Surgery which is a new surgery within our area,

We continued to have regular meetings with other local charities to share experience, good practice and to mitigate costs where possible, for example by reducing duplication and sharing training.

Fundraising was challenging this year. We tried to maintain close links with the volunteers on our committee. We received some of the government allocated funding through Hospice UK and benefitted from several large one off donations. Our annual carol concert was streamed online and proved to be our most successful event for some years. We have decided to continue to record the concert every year from now on. We continued to receive a lot of support from local people who provided grants and donations and arranged their own fund raising events where they were able.

## **FINANCIAL REVIEW**

### **Reserves policy**

The Trustees will endeavour always to hold a minimum of £400,000 as a reserve against future expenditure, recognising that demand for the charity's service and the amount received in donations or legacies can both vary considerably.

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Governance**

The Charity is governed by a Declaration of Trust dated 1 November 1996 as amended 14 May 1997, 7 July 1999, 12 October 2010, 17 December 2012 and 7 September 2017.

### **Recruitment of new trustees**

New trustees when needed are usually recruited from among the local community on the recommendation of existing trustees, based on the experience which a new trustee brings to the role. Newly elected trustees are informally mentored by the Chairman.

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Risk management**

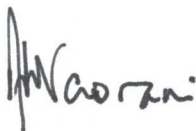
The trustees actively review on a regular basis the major risks faced by the charity and, having examined operational and business risks confronting it, can confirm that they have established systems to mitigate the significant risks. Full liability insurance is carried against claims from both patients and nursing staff.

### **Investments selection policy**

The Trustees' Act 2000 confers investment powers on the charity. Although the charity ensures that an amount of its reserves are kept in interest-bearing bank accounts and a moderate risk fund in order to generate funds for future operational needs.

This report has been prepared in accordance with the Statement of Recommended Practice - Accounting and Reporting by Charities.

Approved by order of the board of trustees on 30 November 2021 and signed on its behalf by:



**A F Noorani - Trustee**

**Independent Examiner's Report to the Trustees of  
Kate's Home Nursing**

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**Independent examiner's report to the trustees of Kate's Home Nursing**

**I report to the charity trustees on my examination of the accounts of Kate's Home Nursing (the Trust) for the year ended 31 March 2021.**

**Responsibilities and basis of report**

**As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').**

**I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.**

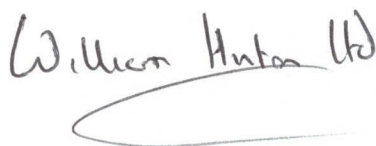
**Independent examiner's statement**

**Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of ACA which is one of the listed bodies.**

**I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:**

- 1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or**
- 2. the accounts do not accord with those records; or**
- 3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.**

**I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.**



**William Hinton Limited  
Chartered Accountants  
Ross House  
The Square  
Stow-on-the-Wold  
Gloucestershire  
GL54 1AF**

**30 November 2021**

**Kate's Home Nursing****Statement of Financial Activities  
for the year ended 31 March 2021**

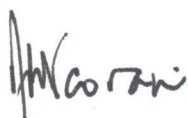
		<b>2021 Unrestricted fund £</b>	<b>2020 Total funds £</b>
	<b>Notes</b>		
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies		<b>439,832</b>	<b>386,727</b>
Other trading activities	<b>2</b>	<b>26,909</b>	<b>85,051</b>
Investment income	<b>3</b>	<b>7,413</b>	<b>8,586</b>
<b>Total</b>		<b>474,154</b>	<b>480,364</b>
<b>EXPENDITURE ON</b>			
Raising funds		<b>1,701</b>	<b>11,001</b>
Charitable activities			
Providing care costs		<b>305,208</b>	<b>372,105</b>
Administration costs		<b>71,531</b>	<b>74,851</b>
<b>Total</b>		<b>378,440</b>	<b>457,957</b>
Net gains on investments		<b>152,843</b>	<b>21,615</b>
<b>NET INCOME</b>		<b>248,557</b>	<b>44,022</b>
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward		<b>878,377</b>	<b>834,355</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>1,126,934</b>	<b>878,377</b>

The notes form part of these financial statements

**Kate's Home Nursing****Balance Sheet  
31 March 2021**

		2021 Unrestricted fund £	2020 Total funds £
	Notes		
<b>FIXED ASSETS</b>			
Tangible assets	5	4,230	5,550
Investments	6	950,582	790,332
		<u>954,812</u>	<u>795,882</u>
<b>CURRENT ASSETS</b>			
Debtors	7	26,749	9,215
Cash at bank		149,407	77,401
		<u>176,156</u>	<u>86,616</u>
<b>CREDITORS</b>			
Amounts falling due within one year	8	(4,034)	(4,121)
		<u>172,122</u>	<u>82,495</u>
<b>NET CURRENT ASSETS</b>			
		<u>1,126,934</u>	<u>878,377</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			
		<u>1,126,934</u>	<u>878,377</u>
<b>NET ASSETS</b>			
		<u>1,126,934</u>	<u>878,377</u>
<b>FUNDS</b>	9		
Unrestricted funds		1,126,934	878,377
<b>TOTAL FUNDS</b>		<u>1,126,934</u>	<u>878,377</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 30 November 2021 and were signed on its behalf by:



**A F Noorani - Trustee**

The notes form part of these financial statements

## 1. ACCOUNTING POLICIES

### Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

### Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

### Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

### Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings	- 25% on reducing balance
Computer equipment	- 25% on reducing balance

### Taxation

The charity is exempt from tax on its charitable activities.

### Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

### Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

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**2. OTHER TRADING ACTIVITIES**

	2021	2020
	£	£
Other fundraising activities	1,508	75,908
Carol concert	25,401	9,143
	<u>26,909</u>	<u>85,051</u>

**3. INVESTMENT INCOME**

	2021	2020
	£	£
Interest received	6	10
Dividends received	7,407	8,576
	<u>7,413</u>	<u>8,586</u>

**4. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 March 2021 nor for the year ended 31 March 2020.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 March 2021 nor for the year ended 31 March 2020.

Notes to the Financial Statements - continued  
for the year ended 31 March 2021

5. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Computer equipment £	Totals £
<b>COST</b>			
At 1 April 2020	1,522	8,836	10,358
Additions	90	-	90
	<hr/>	<hr/>	<hr/>
At 31 March 2021	1,612	8,836	10,448
	<hr/>	<hr/>	<hr/>
<b>DEPRECIATION</b>			
At 1 April 2020	942	3,866	4,808
Charge for year	168	1,242	1,410
	<hr/>	<hr/>	<hr/>
At 31 March 2021	1,110	5,108	6,218
	<hr/>	<hr/>	<hr/>
<b>NET BOOK VALUE</b>			
At 31 March 2021	502	3,728	4,230
	<hr/>	<hr/>	<hr/>
At 31 March 2020	580	4,970	5,550
	<hr/>	<hr/>	<hr/>

6. FIXED ASSET INVESTMENTS

	Listed investments £
<b>MARKET VALUE</b>	
At 1 April 2020	790,332
Additions	7,407
Revaluations	152,843
	<hr/>
At 31 March 2021	950,582
	<hr/>
<b>NET BOOK VALUE</b>	
At 31 March 2021	950,582
	<hr/>
At 31 March 2020	790,332
	<hr/>

There were no investment assets outside the UK.

Cost or valuation at 31 March 2021 is represented by:

	Listed investments £
Valuation in 2021	950,582
	<hr/>

Notes to the Financial Statements - continued  
for the year ended 31 March 2021

**7. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2021	2020
	£	£
Other debtors	24,489	7,490
Prepayments	2,260	1,725
	<u>26,749</u>	<u>9,215</u>

**8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2021	2020
	£	£
Other creditors	<u>4,034</u>	<u>4,121</u>

**9. MOVEMENT IN FUNDS**

	At 1/4/20	Net movement in funds	At 31/3/21
	£	£	£
Unrestricted funds			
General fund	878,377	248,557	1,126,934
	<u>878,377</u>	<u>248,557</u>	<u>1,126,934</u>
<b>TOTAL FUNDS</b>	<u>878,377</u>	<u>248,557</u>	<u>1,126,934</u>

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

	Incoming resources	Resources expended	Gains and losses	Movement in funds
	£	£	£	£
Unrestricted funds				
General fund	474,154	(378,440)	152,843	248,557
	<u>474,154</u>	<u>(378,440)</u>	<u>152,843</u>	<u>248,557</u>
<b>TOTAL FUNDS</b>	<u>474,154</u>	<u>(378,440)</u>	<u>152,843</u>	<u>248,557</u>

Notes to the Financial Statements - continued  
for the year ended 31 March 2021

9. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1/4/19 £	Net movement in funds £	At 31/3/20 £
Unrestricted funds			
General fund	834,355	44,022	878,377
<b>TOTAL FUNDS</b>	<b>834,355</b>	<b>44,022</b>	<b>878,377</b>

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

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	480,364	(457,957)	21,615	44,022
<b>TOTAL FUNDS</b>	<b>480,364</b>	<b>(457,957)</b>	<b>21,615</b>	<b>44,022</b>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1/4/19 £	Net movement in funds £	At 31/3/21 £
Unrestricted funds			
General fund	834,355	292,579	1,126,934
<b>TOTAL FUNDS</b>	<b>834,355</b>	<b>292,579</b>	<b>1,126,934</b>

**9. MOVEMENT IN FUNDS - continued**

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	954,518	(836,397)	174,458	292,579
<b>TOTAL FUNDS</b>	<u>954,518</u>	<u>(836,397)</u>	<u>174,458</u>	<u>292,579</u>

**10. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 March 2021 nor for the year ended 31 March 2020.

**Kate's Home Nursing****Detailed Statement of Financial Activities  
for the year ended 31 March 2021**

	2021 £	2020 £
<b>INCOME AND ENDOWMENTS</b>		
Donations and legacies		
Other donations	149,608	100,469
Grant income	234,617	187,595
In memoriam donations	55,607	98,663
	<hr/> 439,832	<hr/> 386,727
Other trading activities		
Other fundraising activities	1,508	75,908
Carol concert	25,401	9,143
	<hr/> 26,909	<hr/> 85,051
Investment income		
Interest received	6	10
Dividends received	7,407	8,576
	<hr/> 7,413	<hr/> 8,586
<b>Total incoming resources</b>	<hr/> 474,154	<hr/> 480,364
<b>EXPENDITURE</b>		
Raising donations and legacies		
Other fundraising costs	1,701	11,001
Support costs		
Management		
Salaries admin and nursing coordination	71,531	74,851
Nursing costs	268,070	288,766
Rent and rates	9,979	10,741
Insurance	3,073	2,516
Pension costs	10,477	11,163
Telephone & postage	4,254	6,438
Clinical supervision costs	1,546	2,890
Marketing costs	896	10,543
Office costs	6,262	3,737
Carried forward	376,088	411,645

This page does not form part of the statutory financial statements

**Kate's Home Nursing****Detailed Statement of Financial Activities  
for the year ended 31 March 2021**

	2021 £	2020 £
<b>Management</b>		
Brought forward	376,088	411,645
Travel	18,487	21,012
Training	3,294	7,452
Accountancy	3,954	3,282
Legal, professional and regulatory	1,902	1,715
Vat reclaim	(28,396)	-
	<u>375,329</u>	<u>445,106</u>
<b>Other</b>		
Fixtures and fittings	168	193
Computer equipment	1,242	1,657
	<u>1,410</u>	<u>1,850</u>
<b>Total resources expended</b>	<u>378,440</u>	<u>457,957</u>
<b>Net income before gains and losses</b>	<u>95,714</u>	<u>22,407</u>
<b>Gains/(losses) on fixed asset investments</b>		
Realised gains/(losses) on fixed asset investments	152,843	21,615
<b>Net income</b>	<u><u>248,557</u></u>	<u><u>44,022</u></u>

**This page does not form part of the statutory financial statements**