

HOSPICE INCOME GENERATION NETWORK

England & Wales · Charity number 1060570

Details

Other names	THE NATIONAL ASSOCIATION OF HOSPICE FUNDRAISERS LIMITED, NAHF
Status	Registered
Legal form	Charitable company
Company number	03115262
Registered	1997-02-06
Register	View on the Charity Commission register

Contact

Address	c/o Blue Swift Accountants 37 Riverside House River Lawn Road Tonbridge Kent TN9 1EP
Phone	01732 783539
Email	chair@hospice-ign.org.uk
Website	https://www.hospice-ign.org.uk/

Activities

Objects: The objects for which the Charity is established are to advance the education of and training of income generation, retail and marketing professionals in the hospice movement, in order to maintain and improve professional standards of fundraising, and to support the work of charitable hospices providing for the care of the dying. Nothing in the Articles shall authorise an application of the property of the Charity for purposes which are not charitable in accordance with section 7 of the Charities and Trustee Investment (Scotland) Act 2005 and/or section 2 of the Charities Act (Northern Ireland) 2008.

Activities: Advancing the education and training of fundraisers in the hospice movement.

Classification

- **How:** Acts As An Umbrella Or Resource Body
- **What:** Education/training, The Advancement Of Health Or Saving Of Lives
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies

Geography

- Northern Ireland
- Scotland
- Throughout England And Wales

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£62,865	£37,867	-	-
2023-12-31	£66,444	£34,004	-	-
2022-12-31	£63,143	£43,349	-	-
2021-12-31	£31,694	£37,416	-	-
2020-12-31	£88,466	£79,981	-	-

Trustees

Name	Role	Appointed
Augusta Akoto Adu		2021-03-04
David McFadden		2019-03-18
Margaret Louise Hollings		2025-07-03
Natasha Marie Habiba Haji		2025-07-03
Rachel Patricia Ketola		2022-09-30
Stephanie Marie Cox		2022-09-30
Teresa Anne Nightingale		2020-03-12

Accounts

REGISTERED COMPANY NUMBER: 03115262 (England and Wales)
REGISTERED CHARITY NUMBER: 1060570

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024
FOR
HOSPICE INCOME GENERATION NETWORK
LIMITED

Blue Swift Accountants Limited
37 Riverside House
River Lawn Road
Tonbridge
Kent
TN9 1EP

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

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for the Year Ended 31 December 2024**

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**HOSPICE INCOME GENERATION NETWORK
LIMITED (REGISTERED NUMBER: 03115262)**

**REPORT OF THE TRUSTEES
for the Year Ended 31 December 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 2024. 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).

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

03115262 (England and Wales)

Registered Charity number

1060570

Registered office

37 Riverside House
River Lawn Road
Tonbridge
Kent
TN9 1EP

**HOSPICE INCOME GENERATION NETWORK
LIMITED (REGISTERED NUMBER: 03115262)**

**REPORT OF THE TRUSTEES
for the Year Ended 31 December 2024**

Trustees

HOSPICE INCOME GENERATION NETWORK LIMITED

REPORT AND FINANCIAL STATEMENTS - 31 December 2024

LEGAL AND ADMINISTRATIVE DETAILS

Trustees at date of signing

T Nightingale (Chair)

R Ketola (Vice Chair)

T Abbott

A Adu

S Cox

D McFadden

L Pink

Company secretary T Nightingale

Company Number 3115262

Charity Number 1060570

Registered Office:

37 Riverside House

River Lawn Road

Tonbridge

Kent

TN9 1EP

Bankers Santander UK PLC

Bridle Road

Bootle

Merseyside

L30 4GB

The Trustees present their report and the financial statements for the year ended 31 December 2024.

1. Legal and administrative

The charity is a company limited by guarantee. It is governed by its Memorandum and Articles of Association.

2. Trustees

The following were Trustees of the company during the year:

Teresa Nightingale (Chair)

Rachel Ketola (Vice Chair)

Thomas Abbott

Augusta Adu

Stephanie Cox

REPORT OF THE TRUSTEES
for the Year Ended 31 December 2024

David McFadden
Lorraine Pink

The Trustees form the Board.

3. Charitable Objects, Mission and Aims

The company's principal objects and mission as set out in its memorandum and articles are:

to advance the education and training of fundraisers in independent and NHS hospices
to maintain and improve professional standards of hospice fundraising
to support the work of hospices

In furtherance of this mission, to enable hospice fundraisers to:

Receive support and enhance their role within the hospice movement thereby improving standards and efficiency of fundraising so that cost effective income is raised and publicity developed to support patient care

Attend training courses, either initiated by the Association or by outside bodies, to maintain and improve professional standards of fundraising

Liaise with outside organisations, both within and outside the Hospice movement, so that a comprehensive and well-balanced approach to efficient fundraising can be developed

Communicate with each other by effective and planned means, so that information is exchanged in a rational way and within a framework of openness

.

4. Review of performance, impact and future plans

Performance

In keeping with our mission to train hospice fundraisers Trustees, held our virtual conference between 12 to 14 March retaining our variable cost structure. We aim to keep our costs low to attract and train as many delegates as possible. Our 2024 Conference was an outstanding success with 1,317 delegates (1,288 in 2023) from 123 hospices (121 in 2023) attending. We put on 41 workshops, 6 plenary sessions and 3 wellbeing sessions. The conference was supported by 4 Platinum Partners.

We also held 1 in-person Regional Development Day during the year in the South West region which was well attended. This was free to our hospice members.

Online training and networking events were held throughout the year. These have been well attended and provided the opportunity for our members to learn from each other and connect with each other in a safe space.

We have promoted membership to all UK Hospices and by the end of the year we had 181 hospice members a decrease of 3 compared to the previous year 184 hospice members.

Impact

During 2024 we organised 34 online training sessions for members covering a broad range of income generation topics, including: Christmas tree recycling, crowdfunding, events fundraising, legacies, retail marketing, individual giving, and practical spreadsheet training for KPI tracking and reporting. These events attracted 1,159 registrations from our members.

One Regional Development Day took place in 2024 and were attended by 18 delegates and covered topics such as Events, Community and Corporate Fundraising.

Future plans

REPORT OF THE TRUSTEES
for the Year Ended 31 December 2024

Virtual training continues to be the main forces for the delivery of our development programme. The members will be consulted on the topics they wish to see on the programme for 2025.

The board took the decision to plan another virtual conference in April 2025 after balancing the risk of an expensive hotel contract and hospices telling us that more of their teams can attend our conference with it being virtual and more cost-effective to sign up to.

The board have also discussed the continuation of our regional development days. A number of dates will be organised in 2025.

5. Review of financial position

In total the company had income of £62,865 (against £66,444 in 2023). Expenditure totalled £37,867 (against £34,440 in 2023) resulting in a surplus of £24,998.

6. Reserves policy

The company's reserves are held at a level which, in the opinion of the Trustees is sufficient to ensure the company's future development, and to take into account possible future fluctuations of income and expenditure. The company has a policy of maintaining its free reserves at approximately six months of forward expenditure. The current level of free reserves represents approximately seven months of forward expenditure.

At 31 December 2024, unrestricted reserves amounted to £144,357 (against £119,359 in 2023) of which £144,357 (against £119,359 in 2023) were free reserves.

The level of free reserves is reviewed on an ongoing basis.

7. Fundraising practices statement

The Hospice Income Generation Network did not undertake any public fundraising activity nor employ any staff with a specific remit for public fundraising during 2024.

Our members agree to abide by our Code of Conduct and the Code of Fundraising Practice.

The company is registered with the Fundraising Regulator and the Information Commissioners Office. We have policies in place to govern our practices and activities. Reports are filed in accordance with regulations set out by Companies House and the Charity Commission.

8. Risks policy

The Trustees have examined the risks to which the association is exposed, in particular those related to the on-going operations and finances and are satisfied that systems are in place to mitigate our major risks.

9. Auditors

The charity is not required to prepare audited accounts.

REPORT OF THE TRUSTEES
for the Year Ended 31 December 2024

10. Structure, Governance and Management

The charity was incorporated on 18th October 1997 and amended by Resolution dated 14th February 1997. It is governed by its Memorandum and Articles of Association. It is a registered charity with the Charity Commission and a company limited by guarantee with the Trustees as company directors.

The Memorandum and Articles of Association pre-dates company law and so in 2021 the Trustees instructed a solicitor to enable the revision of these Articles. We engaged with Wrigley's in Leeds who impressed Trustees with their experience and took time to fully understand the organisation and our needs. This work was completed in 2022, approved by Trustees and revised Articles were lodged with the Charity Commission.

Appointment of Trustees

As part of the revised Articles of Association membership of the board now encompasses a minimum of one member from each region plus additional Trustees with specific skillsets that meets the current needs of the organisation.

The Trustees reviewed the appointment process and length of service of Trustees and changes were approved in the New Articles of Association which came into force following the 2022 AGM. Trustees now serve 3-year terms with a maximum of 3 terms. Given the length of service of the existing Trustees the risk that everyone would leave at once was perceived as low.

Trustee induction and training

The Chair is responsible for issuing all new Trustees with a full set of documents covering governance, finance, the Board structure and decision-making processes. Ongoing training is the responsibility of all Trustees and includes keeping up to date with the latest guidelines from the Charity Commission.

Organisation

The Board meets quarterly to examine performance, finance, strategy and risk. Trustees should attend all Board meetings, not missing more than two in any four without good reason, as determined by the Chair. Trustees will undertake responsibility for specific duties, as mutually decided by the Board and support the Chair and other Trustees in any areas of special interest.

Staff and volunteers

The Hospice Income Generation Network does not have any employees and is run purely by volunteers. We do however use the services of a Virtual PA company to help with administrative tasks and a consultant to help with our conference planning. The services are used on an 'as and when' basis depending on the needs of the organisation.

Statement of Trustees Responsibilities

The Trustees are responsible for preparing the Annual Report and the financial statements in accordance with applicable laws and regulations. Charity law requires the Trustees to prepare financial statements, in accordance with United Kingdom Generally Accepted Accounting Practice, for each financial year which give a true and fair view of the company's affairs at the end of the year and of its income and expenditure for that period. In preparing these financial statements the Trustees are required to:

Select suitable accounting policies and then apply them consistently
Make judgments and estimates that are reasonable and prudent

**HOSPICE INCOME GENERATION NETWORK
LIMITED (REGISTERED NUMBER: 03115262)**

**REPORT OF THE TRUSTEES
for the Year Ended 31 December 2024**

Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the 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 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 company and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

Company Secretary

Ms T A Nightingale

Independent Examiner

Andrew Branson
Blue Swift Accountants Limited
37 Riverside House
River Lawn Road
Tonbridge
Kent
TN9 1EP

Approved by order of the board of trustees on 21 May 2025 and signed on its behalf by:

Ms T A Nightingale - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
HOSPICE INCOME GENERATION NETWORK
LIMITED**

Independent examiner's report to the trustees of Hospice Income Generation Network Limited ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2024.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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.

Andrew Branson

Blue Swift Accountants Limited
37 Riverside House
River Lawn Road
Tonbridge
Kent
TN9 1EP

21 May 2025

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 31 December 2024

	Notes	31.12.24 Unrestricted fund £	31.12.23 Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies		4,538	3,038
Charitable activities			
Event Running		58,327	63,406
Total		<u>62,865</u>	<u>66,444</u>
EXPENDITURE ON			
Charitable activities			
Support Costs		11,128	6,761
Event Running		26,739	27,679
Total		<u>37,867</u>	<u>34,440</u>
NET INCOME		24,998	32,004
RECONCILIATION OF FUNDS			
Total funds brought forward		119,359	87,355
TOTAL FUNDS CARRIED FORWARD		<u>144,357</u>	<u>119,359</u>

The notes form part of these financial statements

**HOSPICE INCOME GENERATION NETWORK
LIMITED (REGISTERED NUMBER: 03115262)**

BALANCE SHEET
31 December 2024

	Notes	31.12.24 Unrestricted fund £	31.12.23 Total funds £
CURRENT ASSETS			
Debtors	4	-	6,631
Cash at bank		146,170	115,417
		<u>146,170</u>	<u>122,048</u>
CREDITORS			
Amounts falling due within one year	5	(1,813)	(2,689)
NET CURRENT ASSETS		<u>144,357</u>	<u>119,359</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		144,357	119,359
NET ASSETS		<u>144,357</u>	<u>119,359</u>
FUNDS	6		
Unrestricted funds		144,357	119,359
TOTAL FUNDS		<u>144,357</u>	<u>119,359</u>

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

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2024 in accordance with Section 476 of the Companies Act 2006.

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.

The notes form part of these financial statements

**HOSPICE INCOME GENERATION NETWORK
LIMITED (REGISTERED NUMBER: 03115262)**

BALANCE SHEET - continued
31 December 2024

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 21 May 2025 and were signed on its behalf by:

T A Nightingale - Trustee

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS
for the Year Ended 31 December 2024**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, 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 Companies Act 2006. The financial statements have been prepared under the historical cost convention.

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.

Taxation

The charity is exempt from corporation 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.

2. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2024 nor for the year ended 31 December 2023.

Trustees' expenses

Trustees' expenses totalling £0 were paid during the year ended December 2024 (2023: £2,470.47).

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 December 2024

3. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £
INCOME AND ENDOWMENTS FROM	
Donations and legacies	3,038
Charitable activities	
Event Running	63,406
Total	<u>66,444</u>
EXPENDITURE ON	
Charitable activities	
Support Costs	6,761
Event Running	27,679
Total	<u>34,440</u>
NET INCOME	32,004
RECONCILIATION OF FUNDS	
Total funds brought forward	87,355
TOTAL FUNDS CARRIED FORWARD	<u>119,359</u>

4. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.24 £	31.12.23 £
Trade debtors	-	999
Prepayments	-	5,632
	<u>-</u>	<u>6,631</u>

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 December 2024

5. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.24	31.12.23
	£	£
Trade creditors	205	52
Other creditors	-	100
Accruals and deferred income	1,608	2,537
	<u>1,813</u>	<u>2,689</u>

6. MOVEMENT IN FUNDS

	At 1.1.24	Net movement in funds	At 31.12.24
	£	£	£
Unrestricted funds			
General fund	119,359	24,998	144,357
TOTAL FUNDS	<u>119,359</u>	<u>24,998</u>	<u>144,357</u>

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

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	62,865	(37,867)	24,998
TOTAL FUNDS	<u>62,865</u>	<u>(37,867)</u>	<u>24,998</u>

Comparatives for movement in funds

	At 1.1.23	Net movement in funds	At 31.12.23
	£	£	£
Unrestricted funds			
General fund	87,355	32,004	119,359
TOTAL FUNDS	<u>87,355</u>	<u>32,004</u>	<u>119,359</u>

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 December 2024**

6. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	66,444	(34,440)	32,004
TOTAL FUNDS	<u>66,444</u>	<u>(34,440)</u>	<u>32,004</u>

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

	At 1.1.23 £	Net movement in funds £	At 31.12.24 £
Unrestricted funds			
General fund	87,355	57,002	144,357
TOTAL FUNDS	<u>87,355</u>	<u>57,002</u>	<u>144,357</u>

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 £	Movement in funds £
Unrestricted funds			
General fund	129,309	(72,307)	57,002
TOTAL FUNDS	<u>129,309</u>	<u>(72,307)</u>	<u>57,002</u>

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 December 2024**

7. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2024.

This document was delivered using electronic communications and authenticated in accordance with the registrar's rules relating to electronic form, authentication and manner of delivery under section 1072 of the Companies Act 2006.

Accounts

REGISTERED COMPANY NUMBER: 03115262 (England and Wales)
REGISTERED CHARITY NUMBER: 1060570

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023
FOR
HOSPICE INCOME GENERATION NETWORK
LIMITED

Blue Swift Accountants Limited
37 Riverside House
River Lawn Road
Tonbridge
Kent
TN9 1EP

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**CONTENTS OF THE FINANCIAL STATEMENTS
for the Year Ended 31 DECEMBER 2023**

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**HOSPICE INCOME GENERATION NETWORK
LIMITED (REGISTERED NUMBER: 03115262)**

**REPORT OF THE TRUSTEES
for the Year Ended 31 DECEMBER 2023**

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 2023. 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).

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

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Registered Charity number

1060570

Registered office

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River Lawn Road
Tonbridge
Kent
TN9 1EP

**HOSPICE INCOME GENERATION NETWORK
LIMITED (REGISTERED NUMBER: 03115262)**

**REPORT OF THE TRUSTEES
for the Year Ended 31 DECEMBER 2023**

Trustees
HOSPICE INCOME GENERATION NETWORK LIMITED

REPORT AND FINANCIAL STATEMENTS - 31 December 2023

LEGAL AND ADMINISTRATIVE DETAILS

Trustees at date of signing
T Nightingale (Interim Chair)
R Ketola (Vice Chair)
T Abbott
A Adu
S Cox
D McFadden
L Pink
J Brady

Company secretary T Nightingale

Company Number 3115262

Charity Number 1060570

Registered Office
Marlbridge House
Enterprise Way
Edenbridge
Kent
TN8 6HF

Bankers Santander UK PLC
Bridle Road
Bootle
Merseyside
L30 4GB

The Trustees present their report and the financial statements for the year ended 31 December 2023.

1. Legal and administrative

The charity is a company limited by guarantee. It is governed by its Memorandum and Articles of Association.

2. Trustees

The following were Trustees of the company during the year:

Christine Davies (Chair) (resigned March 2023)
Teresa Nightingale (Interim Chair from September 2023)
Veronica McBain (Chair March 23 to September 23) (resigned September 23)
Rachel Ketola (Vice Chair from October 23)

**HOSPICE INCOME GENERATION NETWORK
LIMITED (REGISTERED NUMBER: 03115262)**

**REPORT OF THE TRUSTEES
for the Year Ended 31 DECEMBER 2023**

Thomas Abbott
Augusta Adu
John Brady
Kathryn Brown (resigned September 2023)
Stephanie Cox
Keeley Harrison (resigned March 2023)
David McFadden
Lorraine Pink
Matthew Smith (resigned March 23)
Amelia Chambers (resigned September 2023)

The Trustees form the Board.

3. Charitable Objects, Mission and Aims

The company's principal objects and mission as set out in its memorandum and articles are:

to advance the education and training of fundraisers in independent and NHS hospices
to maintain and improve professional standards of hospice fundraising
to support the work of hospices

In furtherance of this mission, to enable hospice fundraisers to:

Receive support and enhance their role within the hospice movement thereby improving standards and efficiency of fundraising so that cost effective income is raised and publicity developed to support patient care
Attend training courses, either initiated by the Association or by outside bodies, to maintain and improve professional standards of fundraising
Liaise with outside organisations, both within and outside the Hospice movement, so that a comprehensive and well-balanced approach to efficient fundraising can be developed
Communicate with each other by effective and planned means, so that information is exchanged in a rational way and within a framework of openness

4. Review of performance, impact and future plans

Performance

In keeping with our mission to train hospice fundraisers Trustees, held our virtual conference between 14 to 16 March retaining our variable cost structure. We aim to keep our costs low to attract and train as many delegates as possible. Our 2023 Conference was an outstanding success with 1,288 delegates (1,330 in 2022) from 121 hospices (122 in 2022) attending. We put on 47 workshops, 5 plenary sessions and 3 wellbeing sessions. The conference was supported by 3 Platinum Partners.

We also held 3 in-person Regional Development Days during the year in the South East and South West regions which were all well attended. These were free to our hospice members.

Online training and networking events were held throughout the year. These have been well attended and provided the opportunity for our members to learn from each other and connect with each other in a safe space.

We have promoted membership to all UK Hospices and by the end of the year we had 184 hospice members an increase of 5 compared to the previous year 179 hospice members.

Impact

**HOSPICE INCOME GENERATION NETWORK
LIMITED (REGISTERED NUMBER: 03115262)**

**REPORT OF THE TRUSTEES
for the Year Ended 31 DECEMBER 2023**

During 2023, we organised 16 online training sessions for members covering a broad range of income generation topics, including: Christmas tree recycling, crowdfunding, events fundraising, legacies, retail marketing, individual giving, and practical spreadsheet training for KPI tracking and reporting. 637 members registered to attend these events, with a further 99 playback views of sessions that were recorded, bringing the total to 733.

Three Regional Development Days took place in 2023 and were attended by 68 delegates and covered topics such as Event Fundraising, Corporate Fundraising and Legacy and In-Memory fundraising.

Future plans

Virtual training continues to be the main forces for the delivery of our development programme. The members will be consulted on the topics they wish to see on the programme for 2024.

The board took the decision in July 2023 to plan another virtual conference in March 2024 after balancing the risk of an expensive hotel contract and hospices telling us that more of their teams can attend our conference with it being virtual and more cost-effective to sign up to.

The board have also discussed the continuation of our regional development days due to the events being well attended during the year. A number of dates will be organised in 2024.

5. Review of financial position

In total the company had income of £66,443 (against £63,143 in 2022). Expenditure totalled £34,440 (against £43,349 in 2022) resulting in a surplus of £26,372.

6. Reserves policy

The company's reserves are held at a level which, in the opinion of the Trustees is sufficient to ensure the company's future development, and to take into account possible future fluctuations of income and expenditure. The company has a policy of maintaining its free reserves at approximately six months of forward expenditure. The current level of free reserves represents approximately seven months of forward expenditure.

At 31 December 2023, unrestricted reserves amounted to £119,359 (against £87,355 in 2022) of which £119,359 (against £87,355 in 2022) were free reserves.

The level of free reserves is reviewed on an ongoing basis.

7. Fundraising practices statement

The Hospice Income Generation Network did not undertake any public fundraising activity nor employ any staff with a specific remit for public fundraising during 2023.

Our members agree to abide by our Code of Conduct and the Code of Fundraising Practice.

The company is registered with the Fundraising Regulator and the Information Commissioners Office. We have policies in place to govern our practices and activities. Reports are filed in accordance with regulations set out by Companies House and the Charity Commission.

8. Risks policy

The Trustees have examined the risks to which the association is exposed, in particular those related to the on-going operations and finances and are satisfied that systems are in place to mitigate our major risks.

**HOSPICE INCOME GENERATION NETWORK
LIMITED (REGISTERED NUMBER: 03115262)**

**REPORT OF THE TRUSTEES
for the Year Ended 31 DECEMBER 2023**

9. Auditors

The charity is not required to prepare audited accounts.

10. Structure, Governance and Management

The charity was incorporated on 18th October 1997 and amended by Resolution dated 14th February 1997. It is governed by its Memorandum and Articles of Association. It is a registered charity with the Charity Commission and a company limited by guarantee with the Trustees as company directors.

The Memorandum and Articles of Association pre-dates company law and so in 2021 the Trustees instructed a solicitor to enable the revision of these Articles. We engaged with Wrigley's in Leeds who impressed Trustees with their experience and took time to fully understand the organisation and our needs. This work was completed in 2022, approved by Trustees and revised Articles were lodged with the Charity Commission.

Appointment of Trustees

As part of the revised Articles of Association membership of the board now encompasses a minimum of one member from each region plus additional Trustees with specific skillsets that meets the current needs of the organisation.

The Trustees reviewed the appointment process and length of service of Trustees and changes were approved in the New Articles of Association which came into force following the 2022 AGM. Trustees now serve 3-year terms with a maximum of 3 terms. Given the length of service of the existing Trustees the risk that everyone would leave at once was perceived as low.

Trustee induction and training

The Chair is responsible for issuing all new Trustees with a full set of documents covering governance, finance, the Board structure and decision-making processes. Ongoing training is the responsibility of all Trustees and includes keeping up to date with the latest guidelines from the Charity Commission.

Organisation

The Board meets quarterly to examine performance, finance, strategy and risk. Trustees should attend all Board meetings, not missing more than two in any four without good reason, as determined by the Chair. Trustees will undertake responsibility for specific duties, as mutually decided by the Board and support the Chair and other Trustees in any areas of special interest.

Staff and volunteers

The Hospice Income Generation Network does not have any employees and is run purely by volunteers. During 2023 the decision was made by Trustees to hire the services of a Virtual PA company to help with administrative tasks. The services are used on an 'as and when' basis depending on the needs of the organisation.

Statement of Trustees Responsibilities

**HOSPICE INCOME GENERATION NETWORK
LIMITED (REGISTERED NUMBER: 03115262)**

**REPORT OF THE TRUSTEES
for the Year Ended 31 DECEMBER 2023**

The Trustees are responsible for preparing the Annual Report and the financial statements in accordance with applicable laws and regulations. Charity law requires the Trustees to prepare financial statements, in accordance with United Kingdom Generally Accepted Accounting Practice, for each financial year which give a true and fair view of the company's affairs at the end of the year and of its income and expenditure for that period. In preparing these financial statements the Trustees are required to:

Select suitable accounting policies and then apply them consistently

Make judgments and estimates that are reasonable and prudent

Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the 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 company, and to enable them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

Company Secretary

Ms T A Nightingale

Independent Examiner

Andrew Branson

Blue Swift Accountants Limited

37 Riverside House

River Lawn Road

Tonbridge

Kent

TN9 1EP

Approved by order of the board of trustees on 16 April 2024 and signed on its behalf by:

Ms T A Nightingale - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
HOSPICE INCOME GENERATION NETWORK
LIMITED**

Independent examiner's report to the trustees of Hospice Income Generation Network Limited ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2023.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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.

Andrew Branson

Blue Swift Accountants Limited
37 Riverside House
River Lawn Road
Tonbridge
Kent
TN9 1EP

Date:

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 31 DECEMBER 2023**

	Notes	31.12.23 Unrestricted fund £	31.12.22 Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies		3,038	225
Charitable activities			
Event Running		63,406	62,918
Total		<u>66,444</u>	<u>63,143</u>
EXPENDITURE ON			
Charitable activities			
Support Costs		6,761	14,773
Event Running		27,679	28,576
Total		<u>34,440</u>	<u>43,349</u>
NET INCOME		32,004	19,794
RECONCILIATION OF FUNDS			
Total funds brought forward		87,355	67,561
TOTAL FUNDS CARRIED FORWARD		<u><u>119,359</u></u>	<u><u>87,355</u></u>

The notes form part of these financial statements

**HOSPICE INCOME GENERATION NETWORK
LIMITED (REGISTERED NUMBER: 03115262)**

**BALANCE SHEET
31 DECEMBER 2023**

	Notes	31.12.23 Unrestricted fund £	31.12.22 Total funds £
CURRENT ASSETS			
Debtors	4	6,631	7,479
Cash at bank		115,417	89,192
		<u>122,048</u>	<u>96,671</u>
CREDITORS			
Amounts falling due within one year	5	(2,689)	(9,316)
		<u>119,359</u>	<u>87,355</u>
NET CURRENT ASSETS			
		<u>119,359</u>	<u>87,355</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		119,359	87,355
		<u>119,359</u>	<u>87,355</u>
NET ASSETS		<u>119,359</u>	<u>87,355</u>
FUNDS	6		
Unrestricted funds		119,359	87,355
		<u>119,359</u>	<u>87,355</u>
TOTAL FUNDS		<u>119,359</u>	<u>87,355</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2023 in accordance with Section 476 of the Companies Act 2006.

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.

**HOSPICE INCOME GENERATION NETWORK
LIMITED (REGISTERED NUMBER: 03115262)**

**BALANCE SHEET - continued
31 DECEMBER 2023**

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 16 April 2024 and were signed on its behalf by:

T A Nightingale - Trustee

HOSPICE INCOME GENERATION NETWORK LIMITED

NOTES TO THE FINANCIAL STATEMENTS for the Year Ended 31 DECEMBER 2023

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, 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 Companies Act 2006. The financial statements have been prepared under the historical cost convention.

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.

Taxation

The charity is exempt from corporation 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.

2. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2023 nor for the year ended 31 December 2022.

Trustees' expenses

Trustees' expenses totalling £2,470.47 were paid during the year ended December 2023 (2022: £2,073).

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 DECEMBER 2023**

3. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £
INCOME AND ENDOWMENTS FROM	
Donations and legacies	225
Charitable activities	
Event Running	62,918
Total	<u>63,143</u>
EXPENDITURE ON	
Charitable activities	
Support Costs	14,773
Event Running	28,576
Total	<u>43,349</u>
NET INCOME	19,794
RECONCILIATION OF FUNDS	
Total funds brought forward	67,561
TOTAL FUNDS CARRIED FORWARD	<u><u>87,355</u></u>

4. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.23 £	31.12.22 £
Trade debtors	999	1,300
Prepayments	5,632	6,179
	<u>6,631</u>	<u>7,479</u>

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 DECEMBER 2023**

5. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.23	31.12.22
	£	£
Trade creditors	52	6,276
Other creditors	100	100
Accruals and deferred income	2,537	2,940
	<u>2,689</u>	<u>9,316</u>

6. MOVEMENT IN FUNDS

	At 1.1.23	Net movement in funds	At
	£	£	31.12.23
			£
Unrestricted funds			
General fund	87,355	32,004	119,359
	<u>87,355</u>	<u>32,004</u>	<u>119,359</u>
TOTAL FUNDS	<u>87,355</u>	<u>32,004</u>	<u>119,359</u>

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

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	66,444	(34,440)	32,004
	<u>66,444</u>	<u>(34,440)</u>	<u>32,004</u>
TOTAL FUNDS	<u>66,444</u>	<u>(34,440)</u>	<u>32,004</u>

Comparatives for movement in funds

	At 1.1.22	Net movement in funds	At
	£	£	31.12.22
			£
Unrestricted funds			
General fund	67,561	19,794	87,355
	<u>67,561</u>	<u>19,794</u>	<u>87,355</u>
TOTAL FUNDS	<u>67,561</u>	<u>19,794</u>	<u>87,355</u>

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 DECEMBER 2023**

6. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	63,143	(43,349)	19,794
TOTAL FUNDS	<u>63,143</u>	<u>(43,349)</u>	<u>19,794</u>

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

	At 1.1.22 £	Net movement in funds £	At 31.12.23 £
Unrestricted funds			
General fund	67,561	51,798	119,359
TOTAL FUNDS	<u>67,561</u>	<u>51,798</u>	<u>119,359</u>

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 £	Movement in funds £
Unrestricted funds			
General fund	129,587	(77,789)	51,798
TOTAL FUNDS	<u>129,587</u>	<u>(77,789)</u>	<u>51,798</u>

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 DECEMBER 2023**

7. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2023.

REGISTERED COMPANY NUMBER: 03115262 (England and Wales)
REGISTERED CHARITY NUMBER: 1060570

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023
FOR
HOSPICE INCOME GENERATION NETWORK
LIMITED

Blue Swift Accountants Limited
37 Riverside House
River Lawn Road
Tonbridge
Kent
TN9 1EP

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**CONTENTS OF THE FINANCIAL STATEMENTS
for the Year Ended 31 DECEMBER 2023**

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Detailed Statement of Financial Activities	16

HOSPICE INCOME GENERATION NETWORK LIMITED

REPORT OF THE TRUSTEES for the Year Ended 31 DECEMBER 2023

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 2023. 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).

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

03115262 (England and Wales)

Registered Charity number

1060570

Registered office

37 Riverside House
River Lawn Road
Tonbridge
Kent
TN9 1EP

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**REPORT OF THE TRUSTEES
for the Year Ended 31 DECEMBER 2023**

Trustees
HOSPICE INCOME GENERATION NETWORK LIMITED

REPORT AND FINANCIAL STATEMENTS - 31 December 2023

LEGAL AND ADMINISTRATIVE DETAILS

Trustees at date of signing
T Nightingale (Interim Chair)
R Ketola (Vice Chair)
T Abbott
A Adu
S Cox
D McFadden
L Pink
J Brady

Company secretary T Nightingale

Company Number 3115262

Charity Number 1060570

Registered Office
Marlbridge House
Enterprise Way
Edenbridge
Kent
TN8 6HF

Bankers Santander UK PLC
Bridle Road
Bootle
Merseyside
L30 4GB

The Trustees present their report and the financial statements for the year ended 31 December 2023.

1. Legal and administrative

The charity is a company limited by guarantee. It is governed by its Memorandum and Articles of Association.

2. Trustees

The following were Trustees of the company during the year:

Christine Davies (Chair) (resigned March 2023)
Teresa Nightingale (Interim Chair from September 2023)
Veronica McBain (Chair March 23 to September 23) (resigned September 23)
Rachel Ketola (Vice Chair from October 23)

HOSPICE INCOME GENERATION NETWORK LIMITED

REPORT OF THE TRUSTEES for the Year Ended 31 DECEMBER 2023

Thomas Abbott
Augusta Adu
John Brady
Kathryn Brown (resigned September 2023)
Stephanie Cox
Keeley Harrison (resigned March 2023)
David McFadden
Lorraine Pink
Matthew Smith (resigned March 23)
Amelia Chambers (resigned September 2023)

The Trustees form the Board.

3. Charitable Objects, Mission and Aims

The company's principal objects and mission as set out in its memorandum and articles are:

to advance the education and training of fundraisers in independent and NHS hospices
to maintain and improve professional standards of hospice fundraising
to support the work of hospices

In furtherance of this mission, to enable hospice fundraisers to:

Receive support and enhance their role within the hospice movement thereby improving standards and efficiency of fundraising so that cost effective income is raised and publicity developed to support patient care
Attend training courses, either initiated by the Association or by outside bodies, to maintain and improve professional standards of fundraising
Liaise with outside organisations, both within and outside the Hospice movement, so that a comprehensive and well-balanced approach to efficient fundraising can be developed
Communicate with each other by effective and planned means, so that information is exchanged in a rational way and within a framework of openness

4. Review of performance, impact and future plans

Performance

In keeping with our mission to train hospice fundraisers Trustees, held our virtual conference between 14 to 16 March retaining our variable cost structure. We aim to keep our costs low to attract and train as many delegates as possible. Our 2023 Conference was an outstanding success with 1,288 delegates (1,330 in 2022) from 121 hospices (122 in 2022) attending. We put on 47 workshops, 5 plenary sessions and 3 wellbeing sessions. The conference was supported by 3 Platinum Partners.

We also held 3 in-person Regional Development Days during the year in the South East and South West regions which were all well attended. These were free to our hospice members.

Online training and networking events were held throughout the year. These have been well attended and provided the opportunity for our members to learn from each other and connect with each other in a safe space.

We have promoted membership to all UK Hospices and by the end of the year we had 184 hospice members an increase of 5 compared to the previous year 179 hospice members.

Impact

HOSPICE INCOME GENERATION NETWORK LIMITED

REPORT OF THE TRUSTEES for the Year Ended 31 DECEMBER 2023

During 2023, we organised 16 online training sessions for members covering a broad range of income generation topics, including: Christmas tree recycling, crowdfunding, events fundraising, legacies, retail marketing, individual giving, and practical spreadsheet training for KPI tracking and reporting. 637 members registered to attend these events, with a further 99 playback views of sessions that were recorded, bringing the total to 733.

Three Regional Development Days took place in 2023 and were attended by 68 delegates and covered topics such as Event Fundraising, Corporate Fundraising and Legacy and In-Memory fundraising.

Future plans

Virtual training continues to be the main forces for the delivery of our development programme. The members will be consulted on the topics they wish to see on the programme for 2024.

The board took the decision in July 2023 to plan another virtual conference in March 2024 after balancing the risk of an expensive hotel contract and hospices telling us that more of their teams can attend our conference with it being virtual and more cost-effective to sign up to.

The board have also discussed the continuation of our regional development days due to the events being well attended during the year. A number of dates will be organised in 2024.

5. Review of financial position

In total the company had income of £66,443 (against £63,143 in 2022). Expenditure totalled £34,440 (against £43,349 in 2022) resulting in a surplus of £26,372.

6. Reserves policy

The company's reserves are held at a level which, in the opinion of the Trustees is sufficient to ensure the company's future development, and to take into account possible future fluctuations of income and expenditure. The company has a policy of maintaining its free reserves at approximately six months of forward expenditure. The current level of free reserves represents approximately seven months of forward expenditure.

At 31 December 2023, unrestricted reserves amounted to £119,359 (against £87,355 in 2022) of which £119,359 (against £87,355 in 2022) were free reserves.

The level of free reserves is reviewed on an ongoing basis.

7. Fundraising practices statement

The Hospice Income Generation Network did not undertake any public fundraising activity nor employ any staff with a specific remit for public fundraising during 2023.

Our members agree to abide by our Code of Conduct and the Code of Fundraising Practice.

The company is registered with the Fundraising Regulator and the Information Commissioners Office. We have policies in place to govern our practices and activities. Reports are filed in accordance with regulations set out by Companies House and the Charity Commission.

8. Risks policy

The Trustees have examined the risks to which the association is exposed, in particular those related to the on-going operations and finances and are satisfied that systems are in place to mitigate our major risks.

HOSPICE INCOME GENERATION NETWORK LIMITED

REPORT OF THE TRUSTEES for the Year Ended 31 DECEMBER 2023

9. Auditors

The charity is not required to prepare audited accounts.

10. Structure, Governance and Management

The charity was incorporated on 18th October 1997 and amended by Resolution dated 14th February 1997. It is governed by its Memorandum and Articles of Association. It is a registered charity with the Charity Commission and a company limited by guarantee with the Trustees as company directors.

The Memorandum and Articles of Association pre-dates company law and so in 2021 the Trustees instructed a solicitor to enable the revision of these Articles. We engaged with Wrigley's in Leeds who impressed Trustees with their experience and took time to fully understand the organisation and our needs. This work was completed in 2022, approved by Trustees and revised Articles were lodged with the Charity Commission.

Appointment of Trustees

As part of the revised Articles of Association membership of the board now encompasses a minimum of one member from each region plus additional Trustees with specific skillsets that meets the current needs of the organisation.

The Trustees reviewed the appointment process and length of service of Trustees and changes were approved in the New Articles of Association which came into force following the 2022 AGM. Trustees now serve 3-year terms with a maximum of 3 terms. Given the length of service of the existing Trustees the risk that everyone would leave at once was perceived as low.

Trustee induction and training

The Chair is responsible for issuing all new Trustees with a full set of documents covering governance, finance, the Board structure and decision-making processes. Ongoing training is the responsibility of all Trustees and includes keeping up to date with the latest guidelines from the Charity Commission.

Organisation

The Board meets quarterly to examine performance, finance, strategy and risk. Trustees should attend all Board meetings, not missing more than two in any four without good reason, as determined by the Chair. Trustees will undertake responsibility for specific duties, as mutually decided by the Board and support the Chair and other Trustees in any areas of special interest.

Staff and volunteers

The Hospice Income Generation Network does not have any employees and is run purely by volunteers. During 2023 the decision was made by Trustees to hire the services of a Virtual PA company to help with administrative tasks. The services are used on an 'as and when' basis depending on the needs of the organisation.

Statement of Trustees Responsibilities

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**REPORT OF THE TRUSTEES
for the Year Ended 31 DECEMBER 2023**

The Trustees are responsible for preparing the Annual Report and the financial statements in accordance with applicable laws and regulations. Charity law requires the Trustees to prepare financial statements, in accordance with United Kingdom Generally Accepted Accounting Practice, for each financial year which give a true and fair view of the company's affairs at the end of the year and of its income and expenditure for that period. In preparing these financial statements the Trustees are required to:

Select suitable accounting policies and then apply them consistently

Make judgments and estimates that are reasonable and prudent

Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the 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 company, and to enable them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

Company Secretary

Ms T A Nightingale

Independent Examiner

Andrew Branson

Blue Swift Accountants Limited

37 Riverside House

River Lawn Road

Tonbridge

Kent

TN9 1EP

Approved by order of the board of trustees on 16 April 2024 and signed on its behalf by:

Ms T A Nightingale - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
HOSPICE INCOME GENERATION NETWORK
LIMITED**

Independent examiner's report to the trustees of Hospice Income Generation Network Limited ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2023.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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.

Andrew Branson

Blue Swift Accountants Limited
37 Riverside House
River Lawn Road
Tonbridge
Kent
TN9 1EP

Date:

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 31 DECEMBER 2023**

	Notes	31.12.23 Unrestricted fund £	31.12.22 Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies		3,038	225
Charitable activities			
Event Running		63,406	62,918
Total		<u>66,444</u>	<u>63,143</u>
EXPENDITURE ON			
Charitable activities			
Support Costs		6,761	14,773
Event Running		27,679	28,576
Total		<u>34,440</u>	<u>43,349</u>
NET INCOME		32,004	19,794
RECONCILIATION OF FUNDS			
Total funds brought forward		87,355	67,561
TOTAL FUNDS CARRIED FORWARD		<u><u>119,359</u></u>	<u><u>87,355</u></u>

The notes form part of these financial statements

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**BALANCE SHEET
31 DECEMBER 2023**

	Notes	31.12.23 Unrestricted fund £	31.12.22 Total funds £
CURRENT ASSETS			
Debtors	4	6,631	7,479
Cash at bank		115,417	89,192
		<u>122,048</u>	<u>96,671</u>
CREDITORS			
Amounts falling due within one year	5	(2,689)	(9,316)
NET CURRENT ASSETS		<u>119,359</u>	<u>87,355</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		119,359	87,355
NET ASSETS		<u>119,359</u>	<u>87,355</u>
FUNDS	6		
Unrestricted funds		119,359	87,355
TOTAL FUNDS		<u>119,359</u>	<u>87,355</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2023 in accordance with Section 476 of the Companies Act 2006.

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.

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**BALANCE SHEET - continued
31 DECEMBER 2023**

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 16 April 2024 and were signed on its behalf by:

T A Nightingale - Trustee

HOSPICE INCOME GENERATION NETWORK LIMITED

NOTES TO THE FINANCIAL STATEMENTS for the Year Ended 31 DECEMBER 2023

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, 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 Companies Act 2006. The financial statements have been prepared under the historical cost convention.

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.

Taxation

The charity is exempt from corporation 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.

2. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2023 nor for the year ended 31 December 2022.

Trustees' expenses

Trustees' expenses totalling £2,470.47 were paid during the year ended December 2023 (2022: £2,073).

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 DECEMBER 2023**

3. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £
INCOME AND ENDOWMENTS FROM	
Donations and legacies	225
Charitable activities	
Event Running	62,918
Total	<u>63,143</u>
EXPENDITURE ON	
Charitable activities	
Support Costs	14,773
Event Running	28,576
Total	<u>43,349</u>
NET INCOME	19,794
RECONCILIATION OF FUNDS	
Total funds brought forward	67,561
TOTAL FUNDS CARRIED FORWARD	<u><u>87,355</u></u>

4. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.23 £	31.12.22 £
Trade debtors	999	1,300
Prepayments	5,632	6,179
	<u>6,631</u>	<u>7,479</u>

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 DECEMBER 2023**

5. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.23	31.12.22
	£	£
Trade creditors	52	6,276
Other creditors	100	100
Accruals and deferred income	2,537	2,940
	<u>2,689</u>	<u>9,316</u>

6. MOVEMENT IN FUNDS

	At 1.1.23	Net movement in funds	At
	£	£	31.12.23
			£
Unrestricted funds			
General fund	87,355	32,004	119,359
	<u>87,355</u>	<u>32,004</u>	<u>119,359</u>
TOTAL FUNDS	<u>87,355</u>	<u>32,004</u>	<u>119,359</u>

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

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	66,444	(34,440)	32,004
	<u>66,444</u>	<u>(34,440)</u>	<u>32,004</u>
TOTAL FUNDS	<u>66,444</u>	<u>(34,440)</u>	<u>32,004</u>

Comparatives for movement in funds

	At 1.1.22	Net movement in funds	At
	£	£	31.12.22
			£
Unrestricted funds			
General fund	67,561	19,794	87,355
	<u>67,561</u>	<u>19,794</u>	<u>87,355</u>
TOTAL FUNDS	<u>67,561</u>	<u>19,794</u>	<u>87,355</u>

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 DECEMBER 2023**

6. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	63,143	(43,349)	19,794
TOTAL FUNDS	<u>63,143</u>	<u>(43,349)</u>	<u>19,794</u>

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

	At 1.1.22 £	Net movement in funds £	At 31.12.23 £
Unrestricted funds			
General fund	67,561	51,798	119,359
TOTAL FUNDS	<u>67,561</u>	<u>51,798</u>	<u>119,359</u>

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 £	Movement in funds £
Unrestricted funds			
General fund	129,587	(77,789)	51,798
TOTAL FUNDS	<u>129,587</u>	<u>(77,789)</u>	<u>51,798</u>

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 DECEMBER 2023**

7. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2023.

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 31 DECEMBER 2023**

	31.12.23 £	31.12.22 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	3,038	225
Charitable activities		
Membership Income	27,210	27,225
Conference Income	36,196	35,693
	<u>63,406</u>	<u>62,918</u>
Total incoming resources	66,444	63,143
EXPENDITURE		
Charitable activities		
Insurance	534	519
Sundries	203	105
Conference Expenditure	21,211	25,822
Regional Meetings	2,993	-
Website Costs	2,297	2,130
	<u>27,238</u>	<u>28,576</u>
Support costs		
Finance		
Bank charges	73	219
Governance costs		
Accountancy and legal fees	2,008	11,246
Executive Meetings	5,121	3,308
	<u>7,129</u>	<u>14,554</u>
Total resources expended	<u>34,440</u>	<u>43,349</u>
Net income	<u><u>32,004</u></u>	<u><u>19,794</u></u>

This page does not form part of the statutory financial statements

Blue Swift Accountants Ltd
37 Riverside House
River Lawn Road
Tonbridge
Kent
TN9 1EP

Hospice Income Generation Network Limited

Dear Sirs

- 1) This representation letter is provided in connection with your preparation of the financial statements, for the year ending 31/12/2023 for the purpose of filing the financial statements with Companies House, of the company in accordance with the Companies Act 2006, Charities Act 2011, Charities SORP (FRS 102), and other applicable legislation and United Kingdom Accounting Standards.

Financial statements

1. We have fulfilled our responsibilities as directors / trustees as set out in the terms of your engagement for preparing financial statements in accordance with the Companies Act 2006, Charities Act 2011 and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) / International Financial Reporting Standards as adopted by the European Union which you have drafted on our behalf,) which give a true and fair view of the financial position of the company at its year end and of the results of its operations for the year then ended and for making accurate representations to you. We confirm that the company was entitled to exemption under the Companies Act 2006 and Charities Act 2011 from the requirement to have its financial statements for the financial year ended 31/12/2023 audited. We also confirm that the members have not required the company to obtain an audit of its financial statements for the financial year in accordance with section 476 of the Act.

We acknowledge that the work performed by you is substantially less in scope than an audit performed in accordance with International Standards on Auditing (UK) and that you do not express an audit opinion.

2. Significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable.
3. We have no plans or intentions that may materially alter the carrying value and where relevant the fair value measurements or classification of assets and liabilities reflected in the financial statements.
4. We have disclosed all known actual or possible litigation and claims whose effects should be considered when preparing the financial statements and these have been disclosed in accordance with the requirements of accounting standards.
5. Related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of accounting standards.
6. All events since the balance sheet date which require disclosure or which would materially affect the amounts in the financial statements have been adjusted or disclosed in the financial statements.
7. We confirm the financial statements are free of material misstatements, including omissions. We believe that those uncorrected misstatements identified during the preparation of the financial statements, independent review, etc. are immaterial both individually and in aggregate to the financial statements as a whole.
8. We confirm that, having considered our expectations and intentions for the next twelve months, and the availability of working capital, the company is a going concern. We confirm that the disclosures in the accounting policies are an accurate reflection of the reasons for our consideration that the financial statements should be drawn up on a going concern basis.

Information provided

10. All accounting records and relevant information have been made available to you for the purpose of your preparation of the financial statements, independent review, etc. We have provided to you all other information requested and given unrestricted access to persons within the entity from whom you have deemed it necessary to obtain evidence / request information. All other records and related information have been made available to you.
11. All transactions undertaken by the company have been properly reflected in the accounting records and are reflected in the financial statements.
12. We acknowledge our responsibility for the design, implementation and maintenance of controls to prevent and detect fraud. We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
13. We have disclosed to you all information in relation to fraud or suspected fraud that we are aware of and that affects the entity and involves, management, employees who have significant roles in internal control, or others, where fraud could have a material effect on the financial statements.
14. We have disclosed to you all information in relation to allegations of fraud, or suspected fraud affecting the entity's financial statements communicated by employees, former employees, analysts, regulators or others.
15. We confirm that we are not aware of any possible or actual instance of non-compliance with those laws and regulations which provide a legal framework within which the company conducts its business and which could affect the financial statements. The company has complied with all aspects of contractual agreements that could have a material effect on the financial statements in the event of non-compliance.
16. We confirm that we have disclosed to you the identity of the entity's related parties and all related party relationships and transactions relevant to the company that we are aware of.
17. The company has satisfactory title to all assets, and there are no liens or encumbrances on the assets except for those disclosed in the financial statements.

18. There are no liabilities, contingent liabilities or guarantees to third parties other than those disclosed in the financial statements.
19. The company has at no time during the year entered into any arrangement, transaction or agreement to provide credit facilities (including loans, quasi loans or credit transactions) for directors, nor to guarantee or provide security for such matters, except as disclosed in the financial statements.

We confirm to the best of our knowledge and belief that the above representations are made on the basis of enquiries of management and staff with relevant knowledge and experience and, where appropriate, of inspection of supporting documentation sufficient to satisfy ourselves that we can properly make each of the above representations to you.

Yours faithfully

Signed on behalf of the board of directors (trustees) by:

..........(Signature)

Mrs Lorraine Pink - Director

Date: 16th April 2024

Accounts

REGISTERED COMPANY NUMBER: 03115262 (England and Wales)
REGISTERED CHARITY NUMBER: 1060570

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022
FOR
HOSPICE INCOME GENERATION NETWORK
LIMITED

WBD Accountants Limited
Marlbridge House
Enterprise Way
Edenbridge
Kent
TN8 6HF

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**CONTENTS OF THE FINANCIAL STATEMENTS
for the Year Ended 31 DECEMBER 2022**

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HOSPICE INCOME GENERATION NETWORK LIMITED

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).

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

03115262 (England and Wales)

Registered Charity number

1060570

Registered office

Marlbridge House

Enterprise Way

Edenbridge

Kent

TN8 6HF

HOSPICE INCOME GENERATION NETWORK LIMITED

REPORT OF THE TRUSTEES for the Year Ended 31 DECEMBER 2022

Trustees

The Trustees present their report and the financial statements for the year ended 31 December 2022.

1. Legal and administrative

The charity is a company limited by guarantee. It is governed by its Memorandum and Articles of Association.

2. Trustees

The following were Trustees of the company during the year:

Christine Davies (Chair)
Veronica McBain (Vice Chair)
Thomas Abbott
Augusta Adu
Anita Green (resigned December 2022)
John Brady
Kathryn Brown
Emily Boate (resigned May 2022)
Keeley Harrison
David McFadden
Teresa Nightingale
Matthew Smith
Jane Thompson (resigned April 2022)
Megan Boyle (resigned January 2022)
Stephanie Cox (appointed July 2022)
Lorraine Pink (appointed July 2022)
Rachel Ketola (appointed July 2022)

The Trustees form the Board, often referred too as the National Executive Committee (NEC).

3. Charitable Objects, Mission and Aims

The company's principal objects and mission as set out in its memorandum and articles are:

- to advance the education and training of fundraisers in independent and NHS hospices
- to maintain and improve professional standards of hospice fundraising
- to support the work of hospices

In furtherance of this mission, to enable hospice fundraisers to:

- Receive support and enhance their role within the hospice movement thereby improving standards and efficiency of fundraising so that cost effective income is raised and publicity developed to support patient care
- Attend training courses, either initiated by the Association or by outside bodies, so as to maintain and improve professional standards of fundraising
- Liaise with outside organisations, both within and outside the Hospice movement, so that a comprehensive and well-balanced approach to efficient fundraising can be developed
- Communicate with each other by effective and planned means, so that information is exchanged in a rational way and within a framework of openness

HOSPICE INCOME GENERATION NETWORK LIMITED

REPORT OF THE TRUSTEES for the Year Ended 31 DECEMBER 2022

4. Review of performance, impact and future plans

Performance

The first virtual conference held during Covid in April 2021 was such a success with over 1060 delegates attending from 123 hospices. Following this success, the Trustees decided that in keeping with our mission to train hospice fundraisers we would maintain the virtual format for our 2022 conference held in between 23rd to 25th March. In 2022 we brought in a new variable cost structure with the aim of keeping costs low to attract and train as many delegates as possible. Our 2022 Conference was an outstanding success with 1,330 delegates from 122 hospices. We put on 45 workshops, 6 plenary sessions and 3 wellbeing sessions. The conference was supported by 4 Platinum Partners.

The pandemic continued to affect the way in which we were able to support our members. All our training and networking events through the year were held online. These have been well attended and provided the opportunity for our members to learn from each other and connect with each other in a safe space.

In recent years it has become clear that Speakers at conferences are much more aware regarding Equality, Diversity and Inclusion and will actively ask questions regarding this. The board also felt the way in which we recruited speakers in the past made it difficult to plan for a fair representation of topics, as well as diversity. In 2021 we implemented new procedures to encourage diversity and we continued that into 2022.

Impact

Our April 2022 virtual conference was attended by more delegates representing more hospices than ever before. We were supported by 13 charity sector exhibitors, including our Platinum Partners - Donorflex, Majestic Publishing, Ruddock's and Vintage Cash Cow.

During 2022, we organised 20 online training sessions for members covering a broad range of income generation topics, including: Christmas tree recycling, events fundraising, data governance, retail marketing, legacy marketing investment, individual giving, and practical spreadsheet training for KPI tracking and reporting. These events attracted 866 registrations from our members.

This year our member hospices stood at 123.

Future plans

Virtual training continues to be the main focus for the delivery of our development programme. The members will be consulted on the topics they wish to see on the programme for 2023.

The board decided this year to plan another virtual conference in Spring 2023 after balancing the risk of an expensive hotel contract and hospices telling us that more of their teams can attend our conference with it being virtual and more cost-effective to sign up to.

The board have also discussed the re-introduction of the regional development days. A number of dates will be organised on 2023 to test if there is an appetite for this type of in-person education and networking.

5. Review of financial position

In total the company had income of £63,143 (against £31,694 in 2021). Expenditure totalled £43,349 (against £37,416 in 2021) resulting in a surplus of £19,794.

6. Reserves policy

HOSPICE INCOME GENERATION NETWORK LIMITED

REPORT OF THE TRUSTEES for the Year Ended 31 DECEMBER 2022

The company's reserves are held at a level which, in the opinion of the Trustees is sufficient to ensure the company's future development, and to take into account possible future fluctuations of income and expenditure. The company has a policy of maintaining its free reserves at approximately six months of forward expenditure.

At 31 December 2022, unrestricted reserves amounted to £87,355 (against £67,561 in 2021) of which £87,355 (against £67,561 in 2021) were free reserves.

The level of free reserves is reviewed by the Board on an ongoing basis.

7. Fundraising practices statement

The Hospice Income Generation Network did not undertake any public fundraising activity nor employ any staff with a specific remit for public fundraising during 2022.

Our members agree to abide by our Code of Conduct and the Code of Fundraising Practice.

The company is registered with the Fundraising Regulator and the Information Commissioners Office. We have policies in place to govern our practices and activities. Reports are filed in accordance with regulations set out by the Companies Act 2006 and the Charity Commission.

8. Risks policy

The Trustees have examined the risks to which the association is exposed, in particular those related to the on-going operations and finances, and are satisfied that systems are in place to mitigate our major risks.

The Trustees have identified that the creation of an Ethical Policy will be beneficial for the future. A working committee was formed and met several times in 2022, scoping out specific areas where policies will need to be created. Further development of this area is planned to take place in 2023.

9. Auditors

The charity is not required to prepare audited accounts.

10. Structure, Governance and Management

The charity was incorporated on 18th October 1995 and amended by Resolution dated 14th February 1997. It is governed by its Memorandum and Articles of Association. It is a registered charity with the Charity Commission and a company limited by guarantee with the Trustees as company directors.

The Memorandum and Articles of Association pre-dates company law and so in 2021 the Trustees instructed a solicitor to enable the revision of these Articles. We engaged with Wrigley's in Leeds who impressed Trustees with their experience and took time to fully understand the organisation and our needs. This work was completed in 2022, approved by Trustees and revised Articles were lodged with the Charity Commission. These revised articles have provided greater clarity in outlining the Trustees rights and responsibilities as members of the company.

Appointment of Trustees

As part of the revised Articles of Association membership of the board now encompasses a minimum of one member from each region plus additional Trustees with specific skillsets that meets the current needs of the organisation.

The Trustees reviewed the appointment process and length of service of Trustees and changes were approved in the New Articles of Association which came in to force following the 2022 AGM. Trustees now serve 3-year terms with a maximum of 3 terms. Given the length of service of the existing Trustees the risk that everyone would leave at once was perceived as low.

HOSPICE INCOME GENERATION NETWORK LIMITED

REPORT OF THE TRUSTEES for the Year Ended 31 DECEMBER 2022

Trustee induction and training

The Chair is responsible for issuing all new Trustees with a full set of documents covering governance, finance, the Board structure and decision making processes. Ongoing training is the responsibility of all Trustees and includes keeping up to day with the latest guideline from the Charity Commission.

Organisation

The Board meets quarterly to examine performance, finance, strategy and risk. Trustees should attend all Board meetings, not missing more than two in any four without good reason, as determined by the Chair. Trustees will undertake responsibility for specific duties, as mutually decided by the Board and support the Chair and other Trustees in any areas of special interest.

Staff and volunteers

The Hospice Income Generation Network does not have any employees and is run purely by volunteers.

Statement of Trustees Responsibilities

The Trustees are responsible for preparing the Annual Report and the financial statements in accordance with applicable laws and regulations. Charity law requires the Trustees to prepare financial statements, in accordance with United Kingdom Generally Accepted Accounting Practice, for each financial year which give a true and fair view of the company's affairs at the end of the year and of its income and expenditure for that period. In preparing these financial statements the Trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgments and estimates that are reasonable and prudent;
- Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the 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 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 company and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

Company Secretary

Mrs C L Davies

Independent Examiner

Andrew Branson
Institute of Chartered Accountants in England and Wales
WBD Accountants Limited
Marlbridge House
Enterprise Way
Edenbridge
Kent
TN8 6HF

Approved by order of the board of trustees on 16 March 2023 and signed on its behalf by:

Mrs C Davies - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
HOSPICE INCOME GENERATION NETWORK
LIMITED**

Independent examiner's report to the trustees of Hospice Income Generation Network Limited ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2022.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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.

Andrew Branson
Institute of Chartered Accountants in England and Wales
WBD Accountants Limited
Marlbridge House
Enterprise Way
Edenbridge
Kent
TN8 6HF

3 March 2023

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 31 DECEMBER 2022**

	Notes	31.12.22 Unrestricted fund £	31.12.21 Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies		225	7,165
Charitable activities			
Event Running		62,918	24,529
Total		<u>63,143</u>	<u>31,694</u>
EXPENDITURE ON			
Charitable activities			
Support Costs		14,773	7,298
Event Running		28,576	30,118
Total		<u>43,349</u>	<u>37,416</u>
NET INCOME/(EXPENDITURE)		19,794	(5,722)
RECONCILIATION OF FUNDS			
Total funds brought forward		67,561	73,283
TOTAL FUNDS CARRIED FORWARD		<u><u>87,355</u></u>	<u><u>67,561</u></u>

The notes form part of these financial statements

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**BALANCE SHEET
31 DECEMBER 2022**

	Notes	31.12.22 Unrestricted fund £	31.12.21 Total funds £
CURRENT ASSETS			
Debtors	4	7,479	4,398
Cash at bank		89,192	70,549
		<u>96,671</u>	<u>74,947</u>
CREDITORS			
Amounts falling due within one year	5	(9,316)	(7,386)
		<u>87,355</u>	<u>67,561</u>
NET CURRENT ASSETS			
		<u>87,355</u>	<u>67,561</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		87,355	67,561
		<u>87,355</u>	<u>67,561</u>
NET ASSETS		<u>87,355</u>	<u>67,561</u>
FUNDS	6		
Unrestricted funds		87,355	67,561
		<u>87,355</u>	<u>67,561</u>
TOTAL FUNDS		<u>87,355</u>	<u>67,561</u>

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 required the company to obtain an audit of its financial statements for the year ended 31 December 2022 in accordance with Section 476 of the Companies Act 2006.

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 prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 16 March 2023 and were signed on its behalf by:

C Davies - Trustee

The notes form part of these financial statements

HOSPICE INCOME GENERATION NETWORK LIMITED

NOTES TO THE FINANCIAL STATEMENTS for the Year Ended 31 DECEMBER 2022

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, 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 Companies Act 2006. The financial statements have been prepared under the historical cost convention.

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.

Taxation

The charity is exempt from corporation 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.

2. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2022 nor for the year ended 31 December 2021.

Trustees' expenses

Trustees' expenses totalling £2,073 were paid during the year ended December 2022 (2021: £1,294).

3. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £
INCOME AND ENDOWMENTS FROM	
Donations and legacies	7,165
Charitable activities	
Event Running	24,529
Total	<u>31,694</u>

EXPENDITURE ON

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 DECEMBER 2022**

3. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted fund £
Charitable activities	
Support Costs	7,298
Event Running	30,118
Total	<u>37,416</u>
NET INCOME/(EXPENDITURE)	(5,722)
RECONCILIATION OF FUNDS	
Total funds brought forward	73,283
TOTAL FUNDS CARRIED FORWARD	<u><u>67,561</u></u>

4. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.22 £	31.12.21 £
Trade debtors	1,300	-
Other debtors	-	3,024
Prepayments	6,179	1,374
	<u>7,479</u>	<u>4,398</u>

5. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.22 £	31.12.21 £
Trade creditors	6,276	1,526
Other creditors	100	100
Accruals and deferred income	2,940	5,760
	<u>9,316</u>	<u>7,386</u>

6. MOVEMENT IN FUNDS

	At 1.1.22 £	Net movement in funds £	At 31.12.22 £
Unrestricted funds			
General fund	67,561	19,794	87,355
TOTAL FUNDS	<u>67,561</u>	<u>19,794</u>	<u>87,355</u>

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 DECEMBER 2022**

6. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	63,143	(43,349)	19,794
TOTAL FUNDS	<u>63,143</u>	<u>(43,349)</u>	<u>19,794</u>

Comparatives for movement in funds

	At 1.1.21 £	Net movement in funds £	At 31.12.21 £
Unrestricted funds			
General fund	73,283	(5,722)	67,561
TOTAL FUNDS	<u>73,283</u>	<u>(5,722)</u>	<u>67,561</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	31,694	(37,416)	(5,722)
TOTAL FUNDS	<u>31,694</u>	<u>(37,416)</u>	<u>(5,722)</u>

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

	At 1.1.21 £	Net movement in funds £	At 31.12.22 £
Unrestricted funds			
General fund	73,283	14,072	87,355
TOTAL FUNDS	<u>73,283</u>	<u>14,072</u>	<u>87,355</u>

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 DECEMBER 2022**

6. 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 £	Movement in funds £
Unrestricted funds			
General fund	94,837	(80,765)	14,072
TOTAL FUNDS	<u>94,837</u>	<u>(80,765)</u>	<u>14,072</u>

7. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2022.

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 31 DECEMBER 2022**

	31.12.22 £	31.12.21 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	225	7,165
Charitable activities		
Membership Income	27,225	1,750
Conference Income	35,693	22,779
	62,918	24,529
Total incoming resources	63,143	31,694
EXPENDITURE		
Charitable activities		
Insurance	519	705
Postage and stationery	-	60
Advertising	-	2,977
Sundries	105	362
Conference Expenditure	25,822	10,770
Regional Meetings	-	500
Website Costs	2,130	4,108
Online Conference Expenditure	-	8,302
	28,576	27,784
Support costs		
Finance		
Bank charges	219	269
Governance costs		
Accountancy and legal fees	11,246	5,570
Executive Meetings	3,308	3,793
	14,554	9,363
Total resources expended	43,349	37,416
Net income/(expenditure)	19,794	(5,722)

This page does not form part of the statutory financial statements

REGISTERED COMPANY NUMBER: 03115262 (England and Wales)
REGISTERED CHARITY NUMBER: 1060570

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022
FOR
HOSPICE INCOME GENERATION NETWORK
LIMITED

WBD Accountants Limited
Marlbridge House
Enterprise Way
Edenbridge
Kent
TN8 6HF

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**CONTENTS OF THE FINANCIAL STATEMENTS
for the Year Ended 31 DECEMBER 2022**

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**HOSPICE INCOME GENERATION NETWORK
LIMITED (REGISTERED NUMBER: 03115262)**

**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).

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

03115262 (England and Wales)

Registered Charity number

1060570

Registered office

Marlbridge House

Enterprise Way

Edenbridge

Kent

TN8 6HF

**HOSPICE INCOME GENERATION NETWORK
LIMITED (REGISTERED NUMBER: 03115262)**

**REPORT OF THE TRUSTEES
for the Year Ended 31 DECEMBER 2022**

Trustees

The Trustees present their report and the financial statements for the year ended 31 December 2022.

1. Legal and administrative

The charity is a company limited by guarantee. It is governed by its Memorandum and Articles of Association.

2. Trustees

The following were Trustees of the company during the year:

Christine Davies (Chair)
Veronica McBain (Vice Chair)
Thomas Abbott
Augusta Adu
Anita Green (resigned December 2022)
John Brady
Kathryn Brown
Emily Boate (resigned May 2022)
Keeley Harrison
David McFadden
Teresa Nightingale
Matthew Smith
Jane Thompson (resigned April 2022)
Megan Boyle (resigned January 2022)
Stephanie Cox (appointed July 2022)
Lorraine Pink (appointed July 2022)
Rachel Ketola (appointed July 2022)

The Trustees form the Board, often referred too as the National Executive Committee (NEC).

3. Charitable Objects, Mission and Aims

The company's principal objects and mission as set out in its memorandum and articles are:

- to advance the education and training of fundraisers in independent and NHS hospices
- to maintain and improve professional standards of hospice fundraising
- to support the work of hospices

In furtherance of this mission, to enable hospice fundraisers to:

- Receive support and enhance their role within the hospice movement thereby improving standards and efficiency of fundraising so that cost effective income is raised and publicity developed to support patient care
- Attend training courses, either initiated by the Association or by outside bodies, so as to maintain and improve professional standards of fundraising
- Liaise with outside organisations, both within and outside the Hospice movement, so that a comprehensive and well-balanced approach to efficient fundraising can be developed
- Communicate with each other by effective and planned means, so that information is exchanged in a rational way and within a framework of openness

**REPORT OF THE TRUSTEES
for the Year Ended 31 DECEMBER 2022**

4. Review of performance, impact and future plans

Performance

The first virtual conference held during Covid in April 2021 was such a success with over 1060 delegates attending from 123 hospices. Following this success, the Trustees decided that in keeping with our mission to train hospice fundraisers we would maintain the virtual format for our 2022 conference held in between 23rd to 25th March. In 2022 we brought in a new variable cost structure with the aim of keeping costs low to attract and train as many delegates as possible. Our 2022 Conference was an outstanding success with 1,330 delegates from 122 hospices. We put on 45 workshops, 6 plenary sessions and 3 wellbeing sessions. The conference was supported by 4 Platinum Partners.

The pandemic continued to affect the way in which we were able to support our members. All our training and networking events through the year were held online. These have been well attended and provided the opportunity for our members to learn from each other and connect with each other in a safe space.

In recent years it has become clear that Speakers at conferences are much more aware regarding Equality, Diversity and Inclusion and will actively ask questions regarding this. The board also felt the way in which we recruited speakers in the past made it difficult to plan for a fair representation of topics, as well as diversity. In 2021 we implemented new procedures to encourage diversity and we continued that into 2022

Impact

Our April 2022 virtual conference was attended by more delegates representing more hospices than ever before. We were supported by 13 charity sector exhibitors, including our Platinum Partners - Donorflex, Majestic Publishing, Ruddock's and Vintage Cash Cow.

During 2022, we organised 20 online training sessions for members covering a broad range of income generation topics, including: Christmas tree recycling, events fundraising, data governance, retail marketing, legacy marketing investment, individual giving, and practical spreadsheet training for KPI tracking and reporting. These events attracted 866 registrations from our members.

This year our member hospices stood at 123.

Future plans

Virtual training continues to be the main focus for the delivery of our development programme. The members will be consulted on the topics they wish to see on the programme for 2023.

The board decided this year to plan another virtual conference in Spring 2023 after balancing the risk of an expensive hotel contract and hospices telling us that more of their teams can attend our conference with it being virtual and more cost-effective to sign up to.

The board have also discussed the re-introduction of the regional development days. A number of dates will be organised on 2023 to test if there is an appetite for this type of in-person education and networking.

5. Review of financial position

In total the company had income of £63,143 (against £31,694 in 2021). Expenditure totalled £43,349 (against £37,416 in 2021) resulting in a surplus of £19,794.

6. Reserves policy

**HOSPICE INCOME GENERATION NETWORK
LIMITED (REGISTERED NUMBER: 03115262)**

**REPORT OF THE TRUSTEES
for the Year Ended 31 DECEMBER 2022**

The company's reserves are held at a level which, in the opinion of the Trustees is sufficient to ensure the company's future development, and to take into account possible future fluctuations of income and expenditure. The company has a policy of maintaining its free reserves at approximately six months of forward expenditure.

At 31 December 2022, unrestricted reserves amounted to £87,355 (against £67,561 in 2021) of which £87,355 (against £67,561 in 2021) were free reserves.

The level of free reserves is reviewed by the Board on an ongoing basis.

7. Fundraising practices statement

The Hospice Income Generation Network did not undertake any public fundraising activity nor employ any staff with a specific remit for public fundraising during 2022.

Our members agree to abide by our Code of Conduct and the Code of Fundraising Practice.

The company is registered with the Fundraising Regulator and the Information Commissioners Office. We have policies in place to govern our practices and activities. Reports are filed in accordance with regulations set out by the Companies Act 2006 and the Charity Commission.

8. Risks policy

The Trustees have examined the risks to which the association is exposed, in particular those related to the on-going operations and finances, and are satisfied that systems are in place to mitigate our major risks.

The Trustees have identified that the creation of an Ethical Policy will be beneficial for the future. A working committee was formed and met several times in 2022, scoping out specific areas where policies will need to be created. Further development of this area is planned to take place in 2023.

9. Auditors

The charity is not required to prepare audited accounts.

10. Structure, Governance and Management

The charity was incorporated on 18th October 1995 and amended by Resolution dated 14th February 1997. It is governed by its Memorandum and Articles of Association. It is a registered charity with the Charity Commission and a company limited by guarantee with the Trustees as company directors.

The Memorandum and Articles of Association pre-dates company law and so in 2021 the Trustees instructed a solicitor to enable the revision of these Articles. We engaged with Wrigley's in Leeds who impressed Trustees with their experience and took time to fully understand the organisation and our needs. This work was completed in 2022, approved by Trustees and revised Articles were lodged with the Charity Commission. These revised articles have provided greater clarity in outlining the Trustees rights and responsibilities as members of the company.

Appointment of Trustees

As part of the revised Articles of Association membership of the board now encompasses a minimum of one member from each region plus additional Trustees with specific skillsets that meets the current needs of the organisation.

The Trustees reviewed the appointment process and length of service of Trustees and changes were approved in the New Articles of Association which came in to force following the 2022 AGM. Trustees now serve 3-year terms with a maximum of 3 terms. Given the length of service of the existing Trustees the risk that everyone would leave at once was perceived as low.

**HOSPICE INCOME GENERATION NETWORK
LIMITED (REGISTERED NUMBER: 03115262)**

**REPORT OF THE TRUSTEES
for the Year Ended 31 DECEMBER 2022**

Trustee induction and training

The Chair is responsible for issuing all new Trustees with a full set of documents covering governance, finance, the Board structure and decision making processes. Ongoing training is the responsibility of all Trustees and includes keeping up to day with the latest guideline from the Charity Commission.

Organisation

The Board meets quarterly to examine performance, finance, strategy and risk. Trustees should attend all Board meetings, not missing more than two in any four without good reason, as determined by the Chair. Trustees will undertake responsibility for specific duties, as mutually decided by the Board and support the Chair and other Trustees in any areas of special interest.

Staff and volunteers

The Hospice Income Generation Network does not have any employees and is run purely by volunteers.

Statement of Trustees Responsibilities

The Trustees are responsible for preparing the Annual Report and the financial statements in accordance with applicable laws and regulations. Charity law requires the Trustees to prepare financial statements, in accordance with United Kingdom Generally Accepted Accounting Practice, for each financial year which give a true and fair view of the company's affairs at the end of the year and of its income and expenditure for that period. In preparing these financial statements the Trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgments and estimates that are reasonable and prudent;
- Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the 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 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 company and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

Company Secretary

Mrs C L Davies

Independent Examiner

Andrew Branson
Institute of Chartered Accountants in England and Wales
WBD Accountants Limited
Marlbridge House
Enterprise Way
Edenbridge
Kent
TN8 6HF

Approved by order of the board of trustees on 16 March 2023 and signed on its behalf by:

Mrs C Davies - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
HOSPICE INCOME GENERATION NETWORK
LIMITED**

Independent examiner's report to the trustees of Hospice Income Generation Network Limited ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2022.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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.

Andrew Branson
Institute of Chartered Accountants in England and Wales
WBD Accountants Limited
Marlbridge House
Enterprise Way
Edenbridge
Kent
TN8 6HF

3 March 2023

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 31 DECEMBER 2022**

	Notes	31.12.22 Unrestricted fund £	31.12.21 Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies		225	7,165
Charitable activities			
Event Running		62,918	24,529
Total		<u>63,143</u>	<u>31,694</u>
EXPENDITURE ON			
Charitable activities			
Support Costs		14,773	7,298
Event Running		28,576	30,118
Total		<u>43,349</u>	<u>37,416</u>
NET INCOME/(EXPENDITURE)		19,794	(5,722)
RECONCILIATION OF FUNDS			
Total funds brought forward		67,561	73,283
TOTAL FUNDS CARRIED FORWARD		<u><u>87,355</u></u>	<u><u>67,561</u></u>

The notes form part of these financial statements

**HOSPICE INCOME GENERATION NETWORK
LIMITED (REGISTERED NUMBER: 03115262)**

**BALANCE SHEET
31 DECEMBER 2022**

	Notes	31.12.22 Unrestricted fund £	31.12.21 Total funds £
CURRENT ASSETS			
Debtors	4	7,479	4,398
Cash at bank		89,192	70,549
		<u>96,671</u>	<u>74,947</u>
CREDITORS			
Amounts falling due within one year	5	(9,316)	(7,386)
		<u>87,355</u>	<u>67,561</u>
NET CURRENT ASSETS			
		<u>87,355</u>	<u>67,561</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>87,355</u>	<u>67,561</u>
NET ASSETS		<u>87,355</u>	<u>67,561</u>
FUNDS	6		
Unrestricted funds		87,355	67,561
TOTAL FUNDS		<u>87,355</u>	<u>67,561</u>

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 required the company to obtain an audit of its financial statements for the year ended 31 December 2022 in accordance with Section 476 of the Companies Act 2006.

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 prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 16 March 2023 and were signed on its behalf by:

C Davies - Trustee

The notes form part of these financial statements

HOSPICE INCOME GENERATION NETWORK LIMITED

NOTES TO THE FINANCIAL STATEMENTS for the Year Ended 31 DECEMBER 2022

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, 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 Companies Act 2006. The financial statements have been prepared under the historical cost convention.

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.

Taxation

The charity is exempt from corporation 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.

2. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2022 nor for the year ended 31 December 2021.

Trustees' expenses

Trustees' expenses totalling £2,073 were paid during the year ended December 2022 (2021: £1,294).

3. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £
INCOME AND ENDOWMENTS FROM	
Donations and legacies	7,165
Charitable activities	
Event Running	24,529
Total	<u>31,694</u>

EXPENDITURE ON

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 DECEMBER 2022**

3. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted fund £
Charitable activities	
Support Costs	7,298
Event Running	30,118
Total	<u>37,416</u>
NET INCOME/(EXPENDITURE)	(5,722)
RECONCILIATION OF FUNDS	
Total funds brought forward	73,283
TOTAL FUNDS CARRIED FORWARD	<u><u>67,561</u></u>

4. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.22 £	31.12.21 £
Trade debtors	1,300	-
Other debtors	-	3,024
Prepayments	6,179	1,374
	<u>7,479</u>	<u>4,398</u>

5. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.22 £	31.12.21 £
Trade creditors	6,276	1,526
Other creditors	100	100
Accruals and deferred income	2,940	5,760
	<u>9,316</u>	<u>7,386</u>

6. MOVEMENT IN FUNDS

	At 1.1.22 £	Net movement in funds £	At 31.12.22 £
Unrestricted funds			
General fund	67,561	19,794	87,355
TOTAL FUNDS	<u>67,561</u>	<u>19,794</u>	<u>87,355</u>

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 DECEMBER 2022**

6. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	63,143	(43,349)	19,794
TOTAL FUNDS	<u>63,143</u>	<u>(43,349)</u>	<u>19,794</u>

Comparatives for movement in funds

	At 1.1.21 £	Net movement in funds £	At 31.12.21 £
Unrestricted funds			
General fund	73,283	(5,722)	67,561
TOTAL FUNDS	<u>73,283</u>	<u>(5,722)</u>	<u>67,561</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	31,694	(37,416)	(5,722)
TOTAL FUNDS	<u>31,694</u>	<u>(37,416)</u>	<u>(5,722)</u>

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

	At 1.1.21 £	Net movement in funds £	At 31.12.22 £
Unrestricted funds			
General fund	73,283	14,072	87,355
TOTAL FUNDS	<u>73,283</u>	<u>14,072</u>	<u>87,355</u>

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 DECEMBER 2022**

6. 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 £	Movement in funds £
Unrestricted funds			
General fund	94,837	(80,765)	14,072
TOTAL FUNDS	<u>94,837</u>	<u>(80,765)</u>	<u>14,072</u>

7. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2022.

WBD Accountants Ltd
Marlbridge House
Enterprise Way
Edenbridge
Kent
TN8 6HF

Hospice Income Generation Network Limited

Dear Sirs

- 1) This representation letter is provided in connection with your preparation of the financial statements, for the year ending 31/12/2022 for the purpose of filing the financial statements with Companies House, of the company in accordance with the Companies Act 2006, Charities Act 2011, Charities SORP (FRS 102), and other applicable legislation and United Kingdom Accounting Standards.

Financial statements

1. We have fulfilled our responsibilities as directors / trustees as set out in the terms of your engagement for preparing financial statements in accordance with the Companies Act 2006, Charities Act 2011 and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) / International Financial Reporting Standards as adopted by the European Union which you have drafted on our behalf,) which give a true and fair view of the financial position of the company at its year end and of the results of its operations for the year then ended and for making accurate representations to you. We confirm that the company was entitled to exemption under the Companies Act 2006 and Charities Act 2011 from the requirement to have its financial statements for the financial year ended 31/12/2022 audited. We also confirm that the members have not required the company to obtain an audit of its financial statements for the financial year in accordance with section 476 of the Act.

We acknowledge that the work performed by you is substantially less in scope than an audit performed in accordance with International Standards on Auditing (UK) and that you do not express an audit opinion.

2. Significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable.
3. We have no plans or intentions that may materially alter the carrying value and where relevant the fair value measurements or classification of assets and liabilities reflected in the financial statements.
4. We have disclosed all known actual or possible litigation and claims whose effects should be considered when preparing the financial statements and these have been disclosed in accordance with the requirements of accounting standards.
5. Related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of accounting standards.
6. All events since the balance sheet date which require disclosure or which would materially affect the amounts in the financial statements have been adjusted or disclosed in the financial statements.
7. We confirm the financial statements are free of material misstatements, including omissions. We believe that those uncorrected misstatements identified during the preparation of the financial statements, independent review, etc. are immaterial both individually and in aggregate to the financial statements as a whole.
8. We confirm that, having considered our expectations and intentions for the next twelve months, and the availability of working capital, the company is a going concern. We confirm that the disclosures in the accounting policies are an accurate reflection of the reasons for our consideration that the financial statements should be drawn up on a going concern basis.
9. We confirm that £1,500 of income invoiced during the year ended 31/12/2022 should be deferred to the next accounting period.

Information provided

10. All accounting records and relevant information have been made available to you for the purpose of your preparation of the financial statements, independent review, etc. We have provided to you all other information requested and given unrestricted access to persons within the entity from whom you have deemed it necessary to obtain evidence / request information. All other records and related information have been made available to you.
11. All transactions undertaken by the company have been properly reflected in the accounting records and are reflected in the financial statements.
12. We acknowledge our responsibility for the design, implementation and maintenance of controls to prevent and detect fraud. We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
13. We have disclosed to you all information in relation to fraud or suspected fraud that we are aware of and that affects the entity and involves, management, employees who have significant roles in internal control, or others, where fraud could have a material effect on the financial statements.
14. We have disclosed to you all information in relation to allegations of fraud, or suspected fraud affecting the entity's financial statements communicated by employees, former employees, analysts, regulators or others.
15. We confirm that we are not aware of any possible or actual instance of non-compliance with those laws and regulations which provide a legal framework within which the company conducts its business and which could affect the financial statements. The company has complied with all aspects of contractual agreements that could have a material effect on the financial statements in the event of non-compliance.
16. We confirm that we have disclosed to you the identity of the entity's related parties and all related party relationships and transactions relevant to the company that we are aware of.

17. The company has satisfactory title to all assets, and there are no liens or encumbrances on the assets except for those disclosed in the financial statements.
18. There are no liabilities, contingent liabilities or guarantees to third parties other than those disclosed in the financial statements.
19. The company has at no time during the year entered into any arrangement, transaction or agreement to provide credit facilities (including loans, quasi loans or credit transactions) for directors, nor to guarantee or provide security for such matters, except as disclosed in the financial statements.

We confirm to the best of our knowledge and belief that the above representations are made on the basis of enquiries of management and staff with relevant knowledge and experience and, where appropriate, of inspection of supporting documentation sufficient to satisfy ourselves that we can properly make each of the above representations to you.

Yours faithfully

Signed on behalf of the board of directors (trustees) by:

.....(Signature)

Mrs C L Davies - Director

Date: 16th March 2023

T: 01732 865965

F: 01732 860326

E: info@wbdaccountants.com

W: www.wbdaccountants.com

Invoice no. 016016

1st March 2023

Professional Services

HOSPICE INCOME GENERATION NETWORK LIMITED

Preparation of Hospice Income Generation Network Limited's statutory accounts in respect of the period ended 31st December 2022.

Clearing queries arising on the draft accounts and later forwarding copies of the final accounts to the trustees for their approval and signature.

Later filing with the Registrar of Companies a copy of the approved accounts.

Generally ensuring that the Company has complied with the Companies Act 2006

Completion of Independent Examiners Report for same period

FEE	1,200.00
VAT @ 20%	240.00
TOTAL	1,440.00

Invoice due for payment on presentation
Bank Details: **Sort 60-06-20 Account No. 31175066 Account Name WBDAccountants Ltd**
Credit Card payment is also accepted by calling 01732 865965

VAT Registration No. 929 0874 90

WBD is the trading name of WBD Accountants Ltd

Registered Office: Marlbridge House, Enterprise Way, Edenbridge, Kent TN8 6HF

Registered in England and Wales, Company number 5746975



Directors: Kevin Wood FCCA, Andrew Branson BFP, ACA, CTA, Paul Dickinson FCA

Registered to carry on audit work in the UK and regulated for a range of investment business activities by the Institute of Chartered Accountants in England & Wales

Accounts

REGISTERED COMPANY NUMBER: 03115262 (England and Wales)
REGISTERED CHARITY NUMBER: 1060570

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021
FOR
HOSPICE INCOME GENERATION NETWORK
LIMITED

WBD Accountants Limited
Marlbridge House
Enterprise Way
Edenbridge
Kent
TN8 6HF

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

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for the Year Ended 31 DECEMBER 2021**

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HOSPICE INCOME GENERATION NETWORK LIMITED

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).

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

03115262 (England and Wales)

Registered Charity number

1060570

Registered office

Marlbridge House

Enterprise Way

Edenbridge

Kent

TN8 6HF

HOSPICE INCOME GENERATION NETWORK LIMITED

REPORT OF THE TRUSTEES for the Year Ended 31 DECEMBER 2021

Trustees

The Trustees present their report and the financial statements for the year ended 31 December 2021.

1. Legal and administrative

The charity is a company limited by guarantee. It is governed by its Memorandum and Articles of Association.

2. Trustees

The following were Trustees of the company during the year:

C Davies (Chair)
V McBain (Vice Chair)
T Abbott
A Adu
E Boate
A Brien
J Brady
K Brown
K Harrison
D McFadden
T Nightingale
M Smith
J Thompson
M Boyle (resigned January 2022)

The Trustees form the National Executive Committee (NEC).

3. Charitable Objects, Mission and Aims

The company's principal objects and mission as set out in its memorandum and articles are:

- to advance the education and training of fundraisers in independent and NHS hospices
- to maintain and improve professional standards of hospice fundraising
- to support the work of hospices

In furtherance of this mission, to enable hospice fundraisers to:

- Receive support and enhance their role within the hospice movement thereby improving standards and efficiency of fundraising so that cost effective income is raised and publicity developed to support patient care
- Attend training courses, either initiated by the Association or by outside bodies, so as to maintain and improve professional standards of fundraising
- Liaise with outside organisations, both within and outside the Hospice movement, so that a comprehensive and well-balanced approach to efficient fundraising can be developed
- Communicate with each other by effective and planned means, so that information is exchanged in a rational way and within a framework of openness.

4. Review of performance, impact and future plans

Performance

In April 2021, we held our annual conference online for the very first time. The impact of the Covid-19 pandemic meant we were not able to hold an in-person conference. Having never held a virtual conference before we decided to keep the ticket price as low as possible to make it accessible for all hospices - we charged £149 per hospice and enabled them to send as many delegates as they wanted. Our goal of recruiting 500 delegates was far exceeded, achieving 1,060 from 123 hospices.

The pandemic continued to affect the way in which we were able to support our members. All our training and networking events through the year were held online. These have been well attended and provided the opportunity for our members to learn from each other and connect with each other in a safe space.

HOSPICE INCOME GENERATION NETWORK LIMITED

REPORT OF THE TRUSTEES for the Year Ended 31 DECEMBER 2021

We launched FREE membership to every UK hospice in 2021 following the donation of £14,000 from Mark Watson in 2020. The recruitment drive was held on social media, through email and mail to non member hospices. By the end of the year we had grown to 179 hospice members.

In recent years it has become clear that Speakers at conferences are much more aware regarding Equality, Diversity and Inclusion and will actively ask questions regarding this. The board also felt the way in which we recruited speakers in the past made it difficult to plan for a fair representation of topics, as well as diversity. Therefore we have completely changed the process by completing research of third sector voices and inviting speakers to apply to our conference within a set time period. This meant we had the full list of those ready, willing and able to speak at our conference and we could make our selection based on the quality of the workshop content, a good coverage of topics, diversity and costs.

Impact

Our April 2021 virtual conference was attended by more delegates representing more hospices than ever before. We were supported by 11 charity sector exhibitors, including our Platinum Partners - Donorflex, Majestic Publishing, Ruddock's and Vintage Cash Cow.

We found an excellent online conference platform, Airmeet, which enable delegates to take part in plenary and workshop sessions, to speak to fellow delegates in the networking lounge and for exhibitors to create a booth to meet delegates. The actual attendance in regard to the plenary and workshops was excellent and the platform allowed for plenty of interaction within these sessions. The difficulty we found was engagement outside the planned sessions - delegates only used the lounge to chat to speakers immediately after their session and the exhibitors had very little in the way of visitors. For the 2022 conference we will have to find ways to encourage more engagement from delegates.

Throughout 2021, we organised 22 online training sessions covering a broad range of income generation topics, such as: MailChimp, Rudolf Runs, Gifts in Wills, Lottery, Storytelling and Memorial events. These events attracted over 1,200 registrations from our members.

As Membership is now charged per hospice we will now compare yearly numbers by hospices only. After the free membership promotion we increased the number of hospices from 103 to 179. We had set ourselves a target of a 30% and were absolutely delighted to achieve 75%.

Future plans

Virtual training continues to be the main focus for the delivery of our development programme. The members will be consulted on the topics they wish to see on the programme for 2022.

The board took the decision in July 2021 to plan another virtual conference in Spring 2022 after balancing the risk of an expensive hotel contract and hospices being nervous about sending delegates to an in-person event. The timing of the decision meant we would incur a penalty for cancelling the contract with the hotel at this stage, however the hotel agreed the penalty could be utilised against a smaller booking instead. The board plan to stay at the hotel during the virtual conference and facilitate the event from the central location.

The success of the free membership offer increased the membership significantly and we hope to maintain a level of 140 hospices once the fee becomes payable on April 2022. A successful conference and a solid plan of development days should enable hospices to see the value of paying for membership.

5. Review of financial position

In total the company had income of £31,694 (against £88,466 in 2020). Expenditure totalled £37,416 (against £79,981 in 2020) resulting in a loss of £5,722.

6. Reserves policy

HOSPICE INCOME GENERATION NETWORK LIMITED

REPORT OF THE TRUSTEES for the Year Ended 31 DECEMBER 2021

The company's reserves are held at a level which, in the opinion of the Trustees, is sufficient to ensure the company's future development, and to take into account possible future fluctuations of income and expenditure. The company has a policy of maintaining its free reserves at approximately six months of forward expenditure. The current level of free reserves represents approximately seven months of forward expenditure.

At 31 December 2021, unrestricted reserves amounted to £67,561 (against £73,283 in 2020) of which £67,561 (against £73,283 in 2020) were free reserves.

The level of free reserves is reviewed on an ongoing basis.

7. Fundraising practices statement

The Hospice Income Generation Network did not undertake any public fundraising activity nor employ any staff with a specific remit for public fundraising during 2021.

Our members agree to abide by our Code of Conduct and the Code of Fundraising Practice.

The company is registered with the Fundraising Regulator and the Information Commissioners Office. We have policies in place to govern our practices and activities. Reports are filed in accordance with regulations set out by Companies House and the Charity Commission.

8. Risks policy

The Trustees have examined the risks to which the association is exposed, in particular those related to the on-going operations and finances, and are satisfied that systems are in place to mitigate our major risks.

The Trustees have identified that the creation of an Ethical Policy will be beneficial for the future. A working committee will be created to bring this policy to life.

9. Auditors

The charity is not required to prepare audited accounts.

10. Structure, Governance and Management

The charity was incorporated on 18th October 1995 and amended by Resolution dated 14th February 1997. It is governed by its Memorandum and Articles of Association. It is a registered charity with the Charity Commission and a company limited by guarantee with the Trustees as company directors.

The Memorandum and Articles of Association pre-dates company law and therefore the Trustees have instructed a solicitor to enable the revision of these Articles. A number of firms were approached regarding their service offer and quotes and Wrigley's in Leeds gave the most competitive quote whilst also taking time to fully understand the organisation and its needs. This work will be completed during 2022.

Appointment of Trustees

Each region shall elect two Ordinary members to be regional representatives. These representatives shall in turn be eligible for appointment to the NEC in accordance with the Association's Articles of Association and be known as Executive members. New representatives shall be appointed by the regions at their January meetings and these appointments will be ratified at the AGM of the Association or any other meeting. Executive members shall retire from the NEC by rotation, with the longest serving third retiring each year. Retiring Executive members will be eligible for re-appointment.

The Trustees have reviewed the appointment process and length of service of Trustees and have made recommendations for changes to be made. The changes will form part of the updates to the Articles and come in to force following the 2022 AGM.

Trustee induction and training

HOSPICE INCOME GENERATION NETWORK LIMITED

REPORT OF THE TRUSTEES for the Year Ended 31 DECEMBER 2021

The Chair is responsible for issuing all new Trustees with a full set of documents covering governance, finance, the NEC structure and decision making processes. Ongoing training is the responsibility of all Trustees and includes keeping up to date with the latest guidance from the Charity Commission.

Organisation

The NEC meets quarterly to examine performance, finance, strategy and risk. Trustees should attend all NEC meetings, not missing more than two in any four without good reason, as determined by the Chair. Trustees will undertake responsibility for specific duties, as mutually decided by the NEC and support the Chair and other Trustees in any areas of special interest.

Staff and volunteers

The Hospice Income Generation Network does not have any employees and is run purely by volunteers.

Statement of Trustees Responsibilities

The Trustees are responsible for preparing the Annual Report and the financial statements in accordance with applicable laws and regulations. Charity law requires the Trustees to prepare financial statements, in accordance with United Kingdom Generally Accepted Accounting Practice, for each financial year which give a true and fair view of the company's affairs at the end of the year and of its income and expenditure for that period. In preparing these financial statements the Trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgments and estimates that are reasonable and prudent;
- Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the 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 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 company and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

Company Secretary

Mrs C L Davies

Independent Examiner

WBD Accountants Limited
Marlbridge House
Enterprise Way
Edenbridge
Kent
TN8 6HF

Approved by order of the board of trustees on 8 July 2022 and signed on its behalf by:

Mrs C Davies - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
HOSPICE INCOME GENERATION NETWORK
LIMITED**

Independent examiner's report to the trustees of Hospice Income Generation Network Limited ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2021.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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.

Andrew Branson
WBD Accountants Limited
Marlbridge House
Enterprise Way
Edenbridge
Kent
TN8 6HF

8 July 2022

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 31 DECEMBER 2021**

	Notes	31.12.21 Unrestricted fund £	31.12.20 Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies		7,165	18,256
Charitable activities			
Event Running		24,529	64,782
Investment income	2	-	5,428
Total		31,694	88,466
EXPENDITURE ON			
Charitable activities			
Support Costs		7,298	3,533
Event Running		30,118	76,448
Total		37,416	79,981
NET INCOME/(EXPENDITURE)		(5,722)	8,485
RECONCILIATION OF FUNDS			
Total funds brought forward		73,283	64,798
TOTAL FUNDS CARRIED FORWARD		67,561	73,283

The notes form part of these financial statements

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**BALANCE SHEET
31 DECEMBER 2021**

	Notes	31.12.21 Unrestricted fund £	31.12.20 Total funds £
CURRENT ASSETS			
Debtors	5	4,398	4,000
Cash at bank		70,549	69,283
		<u>74,947</u>	<u>73,283</u>
CREDITORS			
Amounts falling due within one year	6	(7,386)	-
		<u>67,561</u>	<u>73,283</u>
NET CURRENT ASSETS			
		<u>67,561</u>	<u>73,283</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>67,561</u>	<u>73,283</u>
NET ASSETS		<u>67,561</u>	<u>73,283</u>
FUNDS	7		
Unrestricted funds		<u>67,561</u>	<u>73,283</u>
TOTAL FUNDS		<u>67,561</u>	<u>73,283</u>

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 required the company to obtain an audit of its financial statements for the year ended 31 December 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- 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 prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 8 July 2022 and were signed on its behalf by:

C Davies - Trustee

The notes form part of these financial statements

HOSPICE INCOME GENERATION NETWORK LIMITED

NOTES TO THE FINANCIAL STATEMENTS for the Year Ended 31 DECEMBER 2021

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, 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 Companies Act 2006. The financial statements have been prepared under the historical cost convention.

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.

Taxation

The charity is exempt from corporation 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.

2. INVESTMENT INCOME

	31.12.21	31.12.20
	£	£
Switch Initiative	-	5,428
	<u> </u>	<u> </u>

3. TRUSTEES' REMUNERATION AND BENEFITS

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

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 DECEMBER 2021**

3. TRUSTEES' REMUNERATION AND BENEFITS - continued

Trustees' expenses

Trustees' expenses totalling £1,203 were paid during the year ended December 2021 (2020: £1,476).

4. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £
INCOME AND ENDOWMENTS FROM	
Donations and legacies	18,256
Charitable activities	
Event Running	64,782
Investment income	5,428
Total	88,466
EXPENDITURE ON	
Charitable activities	
Support Costs	3,533
Event Running	76,448
Total	79,981
NET INCOME	8,485
RECONCILIATION OF FUNDS	
Total funds brought forward	64,798
TOTAL FUNDS CARRIED FORWARD	73,283

5. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.21 £	31.12.20 £
Other debtors	3,024	4,000
Prepayments	1,374	-
	4,398	4,000

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 DECEMBER 2021**

6. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.21	31.12.20
	£	£
Trade creditors	1,526	-
Other creditors	100	-
Accruals and deferred income	5,760	-
	<u>7,386</u>	<u>-</u>

7. MOVEMENT IN FUNDS

	At 1.1.21	Net movement in funds	At 31.12.21
	£	£	£
Unrestricted funds			
General fund	73,283	(5,722)	67,561
	<u>73,283</u>	<u>(5,722)</u>	<u>67,561</u>
TOTAL FUNDS	<u>73,283</u>	<u>(5,722)</u>	<u>67,561</u>

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

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	31,694	(37,416)	(5,722)
	<u>31,694</u>	<u>(37,416)</u>	<u>(5,722)</u>
TOTAL FUNDS	<u>31,694</u>	<u>(37,416)</u>	<u>(5,722)</u>

Comparatives for movement in funds

	At 1.1.20	Net movement in funds	At 31.12.20
	£	£	£
Unrestricted funds			
General fund	64,798	8,485	73,283
	<u>64,798</u>	<u>8,485</u>	<u>73,283</u>
TOTAL FUNDS	<u>64,798</u>	<u>8,485</u>	<u>73,283</u>

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 DECEMBER 2021**

7. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	88,466	(79,981)	8,485
TOTAL FUNDS	<u>88,466</u>	<u>(79,981)</u>	<u>8,485</u>

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

	At 1.1.20 £	Net movement in funds £	At 31.12.21 £
Unrestricted funds			
General fund	64,798	2,763	67,561
TOTAL FUNDS	<u>64,798</u>	<u>2,763</u>	<u>67,561</u>

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 £	Movement in funds £
Unrestricted funds			
General fund	120,160	(117,397)	2,763
TOTAL FUNDS	<u>120,160</u>	<u>(117,397)</u>	<u>2,763</u>

8. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2021.

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 31 DECEMBER 2021**

	31.12.21 £	31.12.20 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	7,165	18,256
Investment income		
Switch Initiative	-	5,428
Charitable activities		
Membership Income	1,750	2,000
Conference Income	22,779	62,782
	24,529	64,782
Total incoming resources		
	31,694	88,466
EXPENDITURE		
Charitable activities		
Insurance	705	807
Postage and stationery	60	-
Advertising	2,977	-
Sundries	362	2,522
Conference Expenditure	10,770	62,392
Regional Meetings	500	8,765
Website Costs	4,108	1,962
Online Conference Expenditure	8,302	-
	27,784	76,448
Support costs		
Finance		
Bank charges	269	-
Governance costs		
Accountancy and legal fees	5,570	1,050
Executive Meetings	3,793	2,483
	9,363	3,533
Total resources expended		
	37,416	79,981
Net (expenditure)/income		
	(5,722)	8,485

This page does not form part of the statutory financial statements

Accounts

REGISTERED COMPANY NUMBER: 03115262 (England and Wales)
REGISTERED CHARITY NUMBER: 1060570

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020
FOR
HOSPICE INCOME GENERATION NETWORK
LIMITED

WBD Accountants Limited
Marlbridge House
Enterprise Way
Edenbridge
Kent
TN8 6HF

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

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for the Year Ended 31 DECEMBER 2020**

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**HOSPICE INCOME GENERATION NETWORK
LIMITED (REGISTERED NUMBER: 03115262)**

**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).

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

03115262 (England and Wales)

Registered Charity number

1060570

Registered office

Marlbridge House
Enterprise Way
Edenbridge
Kent
TN8 6HF

**HOSPICE INCOME GENERATION NETWORK
LIMITED (REGISTERED NUMBER: 03115262)**

**REPORT OF THE TRUSTEES
for the Year Ended 31 DECEMBER 2020**

Trustees

T D Abbott Fundraiser
Ms E T Boate Fundraiser
Ms M Boyle Deputy Fundraising Manager
J R Brady Head Of Fundraising
Ms A L Brien Fundraiser (appointed 12.3.20)
Ms K A Brown Head Of Fundraising
Mrs C Davies Hospice Fundraiser
Ms K Harrison Event Fundraiser
Ms V McBain Fundraiser
D McFadden Head Of Fundraising
Ms T A Nightingale Fundraiser (appointed 12.3.20)
M Smith Hospice Fundraising Manager
Ms J Thompson Fundraising Director
Mrs A Adu (appointed 4.3.21)

The Trustees for the National Executive Committee present their report and the financial statements for the year ended 31 December 2020.

1. Legal and administrative

The charity is a company limited by guarantee. It is governed by its Memorandum and Articles of Association.

2. Trustees

The following were trustees of the company during the year:

C Davies (Chair)
V McBain (Vice Chair)
T Abbott
E Boate
M Boyle
A Brien (joined March 2020)
J Brady
A Brown
K Harrison
D McFadden
T Nightingale (joined March 2020)
M Smith
J Thompson
M Armstrong (resigned March 2020)
T Dick (resigned March 2020)

3. Charitable Objects, Mission and Aims

The company's principal objects and mission as set out in its memorandum and articles are:

- to advance the education and training of fundraisers in independent and NHS hospices
- to maintain and improve professional standards of hospice fundraising
- to support the work of hospices

In furtherance of this mission, to enable hospice fundraisers to:

**REPORT OF THE TRUSTEES
for the Year Ended 31 DECEMBER 2020**

- Receive support and enhance their role within the hospice movement thereby improving standards and efficiency of fundraising so that cost effective income is raised and publicity developed to support patient care
- Attend training courses, either initiated by the Association or by outside bodies, so as to maintain and improve professional standards of fundraising
- Liaise with outside organisations, both within and outside the Hospice movement, so that a comprehensive and well-balanced approach to efficient fundraising can be developed
- Communicate with each other by effective and planned means, so that information is exchanged in a rational way and within a framework of openness

4. Review of performance, impact and future plans

Performance

We changed our name from the National Association of Hospice Fundraisers to the Hospice Income Generation Network to better reflect our aim of reaching all those involved in generating income for hospices, not just the fundraising teams. We launched the new name at the conference and followed this with an announcement on social media and by email to all our members.

In March 2020, we held our annual conference in the Cotswolds. Our conference was held 10 days before the country went into a national lockdown due to Covid-19. The news coverage at the time had been reporting on the origin of the virus from China and that there was a growing threat to the UK. Risk assessments were re-visited with the conference centre management during the first day and we were deemed safe to continue with careful monitoring and being prepared for any government announcements that meant we would need to close the conference early.

We appreciate how fortunate we were to have been able to hold the conference given that the pandemic took hold of the globe very quickly afterwards, changing the direction of travel for all of our hospices almost overnight.

Covid-19 also affected the way in which we were able to support our members. Instead of in-person development training days, we established an online presence holding a series of networking and informal training sessions throughout the year. These have been well attended and provided the opportunity for our members to learn from each other and connect with each other in a safe space during what can only be described as a year like no other.

We were delighted and extremely grateful to be chosen as one of comedian Mark Watson's beneficiaries of his May 2020 24-hour Watsonathon, along with FareShare and NextUp Comedy. His fan base donated generously to his comedy fundraising efforts, which saw Hospice Income Generation Network receive a significant donation of £14,000 in August 2020.

Our Board of Trustees deliberated about how to invest this income boost to the benefit of our members. We unanimously decided to use the capital, along with some of our reserves, to provide FREE membership to every UK hospice in 2021. The vision was to enable every income generator, fundraiser and marketer working within those hospices to have direct access to our online training and networking sessions and be part of a supportive and collaborative network of like-minded individuals all experiencing similar challenges during the continuing global pandemic.

Impact

Our March 2020 conference was attended by 202 delegates from 71 UK hospices. We were supported by 18 charity sector exhibitors, including our Platinum Partners - Angal, Donorflex, Majestic Publishing, Ruddocks and Vintage Cash Cow.

Despite the looming situation, feedback from the conference was overwhelmingly positive about the quality of our speakers, the workshops, and the opportunity to network.

HOSPICE INCOME GENERATION NETWORK LIMITED (REGISTERED NUMBER: 03115262)

REPORT OF THE TRUSTEES for the Year Ended 31 DECEMBER 2020

One delegate said "I also wanted to take this opportunity to thank you for an excellent conference. I was nervous about attending alone but I didn't need to worry as I felt very comfortable both at conference and moving around the hotel. A great venue and the speakers this year I felt were the best we have had in the last couple of years. Once again, thank you for all your hard work."

Throughout 2020, we organised regular online training sessions covering a broad range of income generation topics: Digital Media, Light up a Life, Urgent Appeals, Donor Engagement, and Fundraising Events. These sessions were attended by more than 400 of our members.

Member numbers decreased from 917 members from 112 hospices in 2019 to 911 members from 103 hospices at the end of 2020. N.B. No promotions for our FREE membership offer took place in 2020, that news was being saved for 2021.

Future plans

Virtual training success in 2020 has paved the way for Hospice Income Generation Network to continue to host an even more comprehensive and engaging online training and development programme across 2021.

The prospect of being able to hold an in-person conference next year is highly unlikely, so plans are already underway to hold a virtual conference in Spring 2021. The goal is to recruit 500 delegates and to find a virtual conference platform that will enable simultaneous workshops and online networking.

We are aiming to recruit as many new members as possible during 2021 with our FREE membership offer for all income generators, fundraisers and marketers working in UK hospices. We'd like to increase the number of hospices by 30% from the current level.

5. Review of financial position

In total the company had income of £88,466 (against £97,091 in 2019). Expenditure totalled £79,981 (against £94,497 in 2019) resulting in a surplus of £8,485.

6. Reserves policy

The company's reserves are held at a level which, in the opinion of the trustees is sufficient to ensure the company's future development, and to take into account possible future fluctuations of income and expenditure. The company has a policy of maintaining its free reserves at approximately six months of forward expenditure. The current level of free reserves represents approximately seven months of forward expenditure.

At 31 December 2020, unrestricted reserves amounted to £73,283 (against £64,798 in 2019) of which £73,283 (against £64,798 in 2019) were free reserves.

The level of free reserves is reviewed on an ongoing basis.

7. Fundraising practices statement

The Hospice Income Generation Network did not undertake any public fundraising activity nor employ any staff with a specific remit for public fundraising during 2020.

Our members agree to abide by our Code of Conduct and the Code of Fundraising Practice.

The company is registered with the Fundraising Regulator and the Information Commissioners Office. We have policies in place to govern our practices and activities. Reports are filed in accordance with regulations set out by Companies House and the Charity Commission.

**REPORT OF THE TRUSTEES
for the Year Ended 31 DECEMBER 2020**

8. Risks policy

The trustees have examined the risks to which the association is exposed, in particular those related to the on-going operations and finances, and are satisfied that systems are in place to mitigate our major risks.

9. Auditors

The charity is not required to prepare audited accounts.

10. Structure, Governance and Management

The charity was incorporated on 18th October 1997 and amended by Resolution dated 14th February 1997. It is governed by its Memorandum and Articles of Association. It is a registered charity with the Charity Commission and a company limited by guarantee with the Trustees as company directors.

Appointment of Trustees

Each region shall elect two Ordinary members to be regional representatives. These representatives shall in turn be eligible for appointment to the NEC in accordance with the Association's Articles of Association and be known as Executive members. New representatives shall be appointed by the regions at their January meetings and these appointments will be ratified at the AGM of the Association or any other meeting. Executive members shall retire from the NEC by rotation, with the longest serving third retiring each year. Retiring Executive members will be eligible to be re-appointed.

The intention had been to review the appointment and length of service of Trustees during the 2020 AGM, along with the full Articles of Association to ensure these are up to date and current for today's requirements. However this did not take place therefore we plan to review during 2021.

Trustee induction and training

The Chair is responsible for issuing all new trustees with a full set of documents covering governance, finance, the NEC structure and decision making processes. Ongoing training is the responsibility of all trustees and includes keeping up to date with the latest guideline from the Charity Commission.

Organisation

The NEC meets quarterly to examine performance, finance, strategy and risk. Trustees should attend all NEC meetings, not missing more than two in any four without good reason, as determined by the Chair. Trustees will undertake responsibility for specific duties, as mutually decided by the NEC and support the Chair and other trustees in any areas of special interest.

Staff and volunteers

The Hospice Income Generation Network does not have any employees and is run purely by volunteers.

Statement of Trustees Responsibilities

The Trustees are responsible for preparing the Annual Report and the financial statements in accordance with applicable laws and regulations. Charity law requires the Trustees to prepare financial statements, in accordance with United Kingdom Generally Accepted Accounting Practice, for each financial year which give a true and fair view of the company's affairs at the end of the year and of its income and expenditure for that period. In preparing these financial statements the Trustees are required to:

**HOSPICE INCOME GENERATION NETWORK
LIMITED (REGISTERED NUMBER: 03115262)**

**REPORT OF THE TRUSTEES
for the Year Ended 31 DECEMBER 2020**

- Select suitable accounting policies and then apply them consistently;
- Make judgments and estimates that are reasonable and prudent;
- Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the 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 company, and to enable them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

Company Secretary

Mrs C L Davies

Independent Examiner

Mr Andy Branson
WBD Accountants Limited
Marlbridge House
Enterprise Way
Edenbridge
Kent
TN8 6HF

Approved by order of the board of trustees on 11 August 2021 and signed on its behalf by:

Mrs C Davies - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
HOSPICE INCOME GENERATION NETWORK
LIMITED**

Independent examiner's report to the trustees of Hospice Income Generation Network Limited ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2020.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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.

Mr Andy Branson
WBD Accountants Limited
Marlbridge House
Enterprise Way
Edenbridge
Kent
TN8 6HF

11 August 2021

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 31 DECEMBER 2020**

	Notes	31.12.20 Unrestricted fund £	31.12.19 Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies		18,256	11,298
Charitable activities			
Event Running		64,782	85,683
Investment income	2	5,428	110
Total		88,466	97,091
EXPENDITURE ON			
Charitable activities			
Support Costs		3,533	7,610
Event Running		76,448	86,887
Total		79,981	94,497
NET INCOME		8,485	2,594
RECONCILIATION OF FUNDS			
Total funds brought forward		64,798	62,204
TOTAL FUNDS CARRIED FORWARD		73,283	64,798

The notes form part of these financial statements

**HOSPICE INCOME GENERATION NETWORK
LIMITED (REGISTERED NUMBER: 03115262)**

**BALANCE SHEET
31 DECEMBER 2020**

	Notes	31.12.20 Unrestricted fund £	31.12.19 Total funds £
CURRENT ASSETS			
Debtors	5	4,000	28,994
Cash at bank		69,283	44,011
		<u>73,283</u>	<u>73,005</u>
CREDITORS			
Amounts falling due within one year	6	-	(8,207)
NET CURRENT ASSETS		<u>73,283</u>	<u>64,798</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		73,283	64,798
NET ASSETS		<u>73,283</u>	<u>64,798</u>
FUNDS	7		
Unrestricted funds		73,283	64,798
TOTAL FUNDS		<u>73,283</u>	<u>64,798</u>

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 required the company to obtain an audit of its financial statements for the year ended 31 December 2020 in accordance with Section 476 of the Companies Act 2006.

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.

**HOSPICE INCOME GENERATION NETWORK
LIMITED (REGISTERED NUMBER: 03115262)**

**BALANCE SHEET - continued
31 DECEMBER 2020**

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 11 August 2021 and were signed on its behalf by:

C Davies - Trustee

**NOTES TO THE FINANCIAL STATEMENTS
for the Year Ended 31 DECEMBER 2020**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, 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 Companies Act 2006. The financial statements have been prepared under the historical cost convention.

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.

Taxation

The charity is exempt from corporation 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.

2. INVESTMENT INCOME

	31.12.20	31.12.19
	£	£
Deposit account interest	-	110
Switch Initiative	5,428	-
	<u>5,428</u>	<u>110</u>

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 DECEMBER 2020**

3. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2020 nor for the year ended 31 December 2019.

TRUSTEES

No trustees received remuneration during the year from the company.

Trustees are entitled to claim out of pocket expense and zero Trustees waived that right in 2020 (zero in 2019). 14 trustees (2018: eighteen) received out of pocket expenses as follows:

2020	2019
£	£
2,487	5,056

4. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £
INCOME AND ENDOWMENTS FROM	
Donations and legacies	11,298
Charitable activities	
Event Running	85,683
Investment income	110
Total	97,091
EXPENDITURE ON	
Charitable activities	
Support Costs	7,610
Event Running	86,887
Total	94,497
NET INCOME	2,594
RECONCILIATION OF FUNDS	
Total funds brought forward	62,204
TOTAL FUNDS CARRIED FORWARD	64,798

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 DECEMBER 2020**

5. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.20	31.12.19
	£	£
Other debtors	4,000	2,000
Prepayments	-	26,994
	<u>4,000</u>	<u>28,994</u>

6. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.20	31.12.19
	£	£
Accruals and deferred income	-	8,207
	<u>-</u>	<u>8,207</u>

7. MOVEMENT IN FUNDS

	At 1.1.20	Net movement in funds	At 31.12.20
	£	£	£
Unrestricted funds			
General fund	64,798	8,485	73,283
	<u>64,798</u>	<u>8,485</u>	<u>73,283</u>
TOTAL FUNDS	<u>64,798</u>	<u>8,485</u>	<u>73,283</u>

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

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	88,466	(79,981)	8,485
	<u>88,466</u>	<u>(79,981)</u>	<u>8,485</u>
TOTAL FUNDS	<u>88,466</u>	<u>(79,981)</u>	<u>8,485</u>

Comparatives for movement in funds

	At 1.1.19	Net movement in funds	At 31.12.19
	£	£	£
Unrestricted funds			
General fund	62,204	2,594	64,798
	<u>62,204</u>	<u>2,594</u>	<u>64,798</u>
TOTAL FUNDS	<u>62,204</u>	<u>2,594</u>	<u>64,798</u>

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 DECEMBER 2020**

7. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	97,091	(94,497)	2,594
TOTAL FUNDS	<u>97,091</u>	<u>(94,497)</u>	<u>2,594</u>

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

	At 1.1.19 £	Net movement in funds £	At 31.12.20 £
Unrestricted funds			
General fund	62,204	11,079	73,283
TOTAL FUNDS	<u>62,204</u>	<u>11,079</u>	<u>73,283</u>

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 £	Movement in funds £
Unrestricted funds			
General fund	185,557	(174,478)	11,079
TOTAL FUNDS	<u>185,557</u>	<u>(174,478)</u>	<u>11,079</u>

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 DECEMBER 2020**

8. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2020.