

**Charity Registration No. 1073031**

**Company Registration No. 03622762 (England and Wales)**

**SOUTHEND HOSPITAL CHARITABLE FOUNDATION  
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 30 SEPTEMBER 2020**



# **SOUTHEND HOSPITAL CHARITABLE FOUNDATION**

## **LEGAL AND ADMINISTRATIVE INFORMATION**

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|                             |   |
|-----------------------------|---|
| <b>Trustees</b>             | M Thwaites<br>N Gayner<br>PA Miller<br>J Harland<br>C Hatton<br>G Hodson<br>T Jones<br>G Longley<br>K Bullen<br>GES Lewin<br>E Rowe |
| <b>Secretary</b>            | PA Miller   |
| <b>Charity number</b>       | 1073031   |
| <b>Company number</b>       | 03622762  |
| <b>Registered office</b>    | Southend Hospital<br>Prittlewell Chase<br>Westcliff On Sea<br>Essex<br>SS0 0RT  |
| <b>Independent examiner</b> | NSO Associates LLP<br>75 Springfield Road<br>Chelmsford<br>Essex<br>CM2 6JB   |

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# **SOUTHEND HOSPITAL CHARITABLE FOUNDATION**

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# **SOUTHEND HOSPITAL CHARITABLE FOUNDATION**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)**

**FOR THE YEAR ENDED 30 SEPTEMBER 2020**

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The Trustees present their report and financial statements for the year ended 30 September 2020.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Companies Act 2006 and "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)" (as amended for accounting periods commencing from 1 January 2016)

### **Objectives and activities**

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

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

### **Public Benefit**

The trustees are aware of their duty under S.17 of the Charities Act 2011 to have due regard to the Public Benefit Guidance published by the Charity Commission. As such, the Trustees ensure that the grants and activities of the Charity are for public benefit. The projects supported benefit patients, visitors, and staff using Southend Hospital.

### **Grant Policy**

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

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

### **Reserves Policy**

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

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

### **Achievements and performance**

The ForWards Appeal was launched in June 2017 to mark the 20th Anniversary of the Foundation. To recognise this achievement, the appeal aims to raise money to benefit twenty different areas of the hospital.

As well as funding life-saving medical equipment and pioneering new technology, the Appeal will fund patient-friendly artwork, and amenities to keep patient comfort and wellbeing at the heart of the hospital.

The grants paid in the year ended 30th September 2020 totalled £57,780 (2019: £199,992) and were paid to funds, under the umbrella of Mid & South Essex Hospitals charity, that support these specific areas of Southend University Hospital.



# **SOUTHEND HOSPITAL CHARITABLE FOUNDATION**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)**

**FOR THE YEAR ENDED 30 SEPTEMBER 2020**

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Projects that have received funding included: state of the art equipment for the new high dependency unit, a wheelchair accessible sound proof booth for audiology, equipment and artwork to create a more children friendly experience within the MRI suite, ultrasound scanners to administer pain blocks to maternity and surgical patients with high BMI; a machine to assist breathing control for radiotherapy patients, a pilot device to allow for accurate placement of PICC lines used to deliver long-term treatments such as antibiotics or chemotherapy, and provision of spacers as part of the prostate spacer feasibility trial.

The trustees would like to say a special thank you to all the individual supporters, local community organisations, and companies who have generously supported the Foundation over the last twenty years. In addition to recognise the special contribution made by the volunteers and customers of the charity shops.

The effects of the worldwide Covid-19 pandemic began impacting in the UK from March 2020. This has led to a significant shut-down of both social and economic activity in the UK and in many other countries around the globe. The impact on the charity has been as follows:

- Shops had to shut and fundraising events have been cancelled resulting in a drop in income;
- Where and when possible, paid shop staff were redeployed by the employer onto non-charity tasks thereby reducing shop overheads;
- Primary focus during the pandemic has been around the hospital's Covid patients and the staff caring for them. Fundraising is carried out for specific projects, and the main impact of the pandemic has been that the grant requests haven't been fulfilled as quickly as originally envisaged.

### **Structure, governance and management**

The Trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

M Thwaites

N Gayner

PA Miller

K Ferreira

(Resigned 21 January 2020)

J Harland

C Hatton

G Hodson

T Jones

G Longley

N Fabri

(Resigned 21 January 2020)

K Bullen

GES Lewin

E Rowe

### **Legal Status**

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

### **Organisation**

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

# **SOUTHEND HOSPITAL CHARITABLE FOUNDATION**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 30 SEPTEMBER 2020**

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### **Risk Management**

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

- Division of duties between those receiving donations and those reporting income.
- A public liability insurance policy is in place to cover charity fundraising events.
- Regular reporting to the Board of trustees including details of income and expenditure.
- Grants cannot be made without the approval of the Board and joint signatures by appropriate Trustees.

### **Income**

During the year the Foundation's income amounted to £207,449 (2019: £251,784). This includes £0 (2019: £670) tax claimed as a result of donors completing "Gift Aid" forms when they made their donations.

"Other trading activities" relates to the charity shops, the first of which the Charitable Foundation opened in June 2012. A second opened in October 2019. Income for the charity shops for the financial year amounted to £73,630 (2019: £63,937).

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

### **Expenditure**

In addition to the grants made to Southend University Hospital, further expenditure of £87,208 (2019: £57,457) was incurred during 2019/20. This included £0 (2019: £6,760) spent on fundraising and publicity initiatives. Cost of generating funds included £25,444 (2019: £14,413) for the running costs of the Charity Shops.

### **Directors' Interests**

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

### **Small companies exemption**

This report has been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The Trustees' report was approved by the Board of Trustees.

  
N Gayner

Trustee

Dated: 3 June 2021

# **SOUTHEND HOSPITAL CHARITABLE FOUNDATION**

## **INDEPENDENT EXAMINER'S REPORT**

### **TO THE TRUSTEES OF SOUTHEND HOSPITAL CHARITABLE FOUNDATION**

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I report to the Trustees on my examination of the financial statements of Southend Hospital Charitable Foundation (the charity) for the year ended 30 September 2020.

This report is made solely to the charity's trustees, as a body, in accordance with section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for my work, for this report, or for the opinions I have formed.

#### **Responsibilities and basis of report**

As the Trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the charity 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 the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

An independent examination does not involve gathering all the evidence that would be required in an audit and consequently does not cover all the matters that an auditor considers in giving their opinion on the financial statements. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently I express no opinion as to whether the financial statements present a 'true and fair' view and my report is limited to those specific matters set out in the independent examiner's statement.

#### **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 that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements 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 financial statements 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).

# **SOUTHEND HOSPITAL CHARITABLE FOUNDATION**

## **INDEPENDENT EXAMINER'S REPORT (CONTINUED)**

### **TO THE TRUSTEES OF SOUTHEND HOSPITAL CHARITABLE FOUNDATION**

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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 financial statements to be reached.

*Go Joe*

NSO Associates LLP

75 Springfield Road  
Chelmsford  
Essex  
CM2 6JB

Dated: *7 June 2021*

# SOUTHEND HOSPITAL CHARITABLE FOUNDATION

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 30 SEPTEMBER 2020

|   | Notes | Unrestricted<br>funds<br>2020<br>£ | Restricted<br>funds<br>2020<br>£ | Total<br>2020<br>£ | Unrestricted<br>funds<br>2019<br>£ | Restricted<br>funds<br>2019<br>£ | Total<br>2019<br>£ |
|---|-------|------------------------------------|----------------------------------|--------------------|------------------------------------|----------------------------------|--------------------|
| <b><u>Income from:</u></b>  |       |                                    |                                  |                    |                                    |                                  |                    |
| Donations and legacies  | 3     | 10,000                             | 123,755                          | 133,755            | -                                  | 187,746                          | 187,746            |
| Other trading activities  | 4     | 73,630                             | -                                | 73,630             | 63,937                             | -                                | 63,937             |
| Investments   | 5     | -                                  | 64                               | 64                 | -                                  | 101                              | 101                |
| <b>Total income</b>   |       | <b>83,630</b>                      | <b>123,819</b>                   | <b>207,449</b>     | <b>63,937</b>                      | <b>187,847</b>                   | <b>251,784</b>     |
| <b><u>Expenditure on:</u></b>   |       |                                    |                                  |                    |                                    |                                  |                    |
| Raising funds   | 6     | -                                  | -                                | -                  | -                                  | 6,760                            | 6,760              |
| Charitable activities   | 7     | 70,670                             | 74,318                           | 144,988            | 63,099                             | 187,590                          | 250,689            |
| <b>Total resources<br/>expended</b>   |       | <b>70,670</b>                      | <b>74,318</b>                    | <b>144,988</b>     | <b>63,099</b>                      | <b>194,350</b>                   | <b>257,449</b>     |
| <b>Net income/(expenditure)<br/>for the year/<br/>Net movement in funds</b> |       |                                    |                                  |                    |                                    |                                  |                    |
|   |       | 12,960                             | 49,501                           | 62,461             | 838                                | (6,503)                          | (5,665)            |
| <b>Fund balances at 1<br/>October 2019</b>                                  |       |                                    |                                  |                    |                                    |                                  |                    |
|   |       | 1,708                              | 110,006                          | 111,714            | 870                                | 116,509                          | 117,379            |
| <b>Fund balances at 30<br/>September 2020</b>                               |       |                                    |                                  |                    |                                    |                                  |                    |
|   |       | 14,668                             | 159,507                          | 174,175            | 1,708                              | 110,006                          | 111,714            |

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

# SOUTHEND HOSPITAL CHARITABLE FOUNDATION

## BALANCE SHEET

AS AT 30 SEPTEMBER 2020

|   | Notes | 2020<br>£ | £       | 2019<br>£ | £       |
|---|-------|-----------|---------|-----------|---------|
| <b>Current assets</b>                                 |       |           |         |           |         |
| Debtors   | 11    | 15,917    |         | 670       |         |
| Cash at bank and in hand                              |       | 166,717   |         | 155,686   |         |
|   |       | 182,634   |         | 156,356   |         |
| <b>Creditors: amounts falling due within one year</b> | 12    | (8,459)   |         | (44,642)  |         |
| Net current assets                                    |       |           | 174,175 |           | 111,714 |
| <b>Income funds</b>                                   |       |           |         |           |         |
| Restricted funds                                      | 13    | 159,507   |         | 110,006   |         |
| Unrestricted funds                                    |       | 14,668    |         | 1,708     |         |
|   |       |           | 174,175 |           | 111,714 |

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 30 September 2020.

The directors acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the 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 company.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

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

The financial statements were approved by the Trustees on 23 March 2021

  
N Gayner  
Trustee

Company Registration No. 03622762

# **SOUTHEND HOSPITAL CHARITABLE FOUNDATION**

## **NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 30 SEPTEMBER 2020**

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### **1 Accounting policies**

#### **Charity information**

Southend Hospital Charitable Foundation is a private company limited by guarantee incorporated in England and Wales. The registered office is Southend Hospital, Prittlewell Chase, Westcliff On Sea, Essex, SS0 0RT.

#### **1.1 Accounting convention**

The financial statements have been prepared in accordance with the charity's governing document, the Companies Act 2006 and "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)" (as amended for accounting periods commencing from 1 January 2016). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

#### **1.2 Going concern**

At the time of approving the financial statements, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### **1.3 Charitable funds**

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

#### **1.4 Incoming resources**

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

# SOUTHEND HOSPITAL CHARITABLE FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 SEPTEMBER 2020

### 1 Accounting policies

(Continued)

Donated goods are measured at fair value (the amount for which the asset could be exchanged) unless impractical to do so. The Trustees are of the view that estimating the fair value of donated goods for resale is impractical because of the volume of low-value items received and the absence of detailed stock records. Thus donated goods for resale are not recognised on receipt. Instead, the value to the charity of the donated goods sold is recognised as income when sold and the proceeds from sale are also recognised as "Income from other trading activities".

Goods donated for ongoing use by the charity are recognised as tangible fixed assets and included in the SoFA when receivable.

Gifts in kind for use by the charity are included in the SoFA as income from donations when receivable. Gifts made in kind but on trust for conversion into cash and subsequent application by the funds are included in the accounting period in which the gift is sold.

Donated services and facilities are included in the SoFA when received at the value of the gift to the charity provided the value of the gift can be measured reliably.

#### 1.5 Resources expended

Liabilities are recognised where it is more likely than not there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

Support costs have been allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources.

Where there are no conditions attaching to the grant that enables the donor charity to realistically avoid the commitment, a liability for the full funding obligation must be recognised.

#### 1.6 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### 1.7 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

#### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.



# **SOUTHEND HOSPITAL CHARITABLE FOUNDATION**

## **NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 30 SEPTEMBER 2020**

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### **1 Accounting policies**

**(Continued)**

#### ***Basic financial liabilities***

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

#### ***Derecognition of financial liabilities***

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

### **1.8 Employee benefits**

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

### **1.9 Retirement benefits**

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

### **1.10 Leases**

Rentals payable under operating leases, including any lease incentives received, are charged as an expense on a straight line basis over the term of the relevant lease.

## **2 Critical accounting estimates and judgements**

In the application of the charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

# SOUTHEND HOSPITAL CHARITABLE FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 SEPTEMBER 2020

### 3 Donations and legacies

|                     | Unrestricted<br>funds | Restricted<br>funds | Total          | Restricted<br>funds |
|---------------------|-----------------------|---------------------|----------------|---------------------|
|                     | 2020<br>£             | 2020<br>£           | 2020<br>£      | 2019<br>£           |
| Donations and gifts | -                     | 86,255              | 86,255         | 187,746             |
| Legacies receivable | -                     | 25,000              | 25,000         | -                   |
| Grants              | 10,000                | 12,500              | 22,500         | -                   |
|                     | <u>10,000</u>         | <u>123,755</u>      | <u>133,755</u> | <u>187,746</u>      |

### 4 Other trading activities

|              | Unrestricted<br>funds | Unrestricted<br>funds |
|--------------|-----------------------|-----------------------|
|              | 2020<br>£             | 2019<br>£             |
| Charity shop | <u>73,630</u>         | <u>63,937</u>         |

### 5 Investments

|                     | Restricted<br>funds | Restricted<br>funds |
|---------------------|---------------------|---------------------|
|                     | 2020<br>£           | 2019<br>£           |
| Interest receivable | <u>64</u>           | <u>101</u>          |

### 6 Raising funds

|                                  | Total     | Restricted<br>funds |
|----------------------------------|-----------|---------------------|
|                                  | 2020<br>£ | 2019<br>£           |
| <u>Fundraising and publicity</u> |           |                     |
| Other fundraising costs          | -         | 6,760               |
|                                  | <u>-</u>  | <u>6,760</u>        |

# SOUTHEND HOSPITAL CHARITABLE FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 SEPTEMBER 2020

### 7 Charitable activities

|  | Raising funds<br>2020<br>£ | Raising funds<br>2019<br>£ |
|--|----------------------------|----------------------------|
| Staff costs                              | 36,972                     | 18,284                     |
| Costs of raising funds                   | 25,444                     | 14,413                     |
|  | <u>62,416</u>              | <u>32,697</u>              |
| Grant funding of activities (see note 8) | 57,780                     | 199,992                    |
| Share of support costs (see note 9)      | 15,000                     | 15,000                     |
| Share of governance costs (see note 9)   | 9,792                      | 3,000                      |
|  | <u>144,988</u>             | <u>250,689</u>             |
| <b>Analysis by fund</b>                  |                            |                            |
| Unrestricted funds                       | 70,670                     | 63,099                     |
| Restricted funds                         | 74,318                     | 187,590                    |
|  | <u>144,988</u>             | <u>250,689</u>             |

### 8 Grants payable

|                         | Raising funds<br>2020<br>£ | Raising funds<br>2019<br>£ |
|-------------------------|----------------------------|----------------------------|
| Grants to institutions: |                            |                            |
| ForWards Appeal         | <u>57,780</u>              | <u>199,992</u>             |

# SOUTHEND HOSPITAL CHARITABLE FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 SEPTEMBER 2020

### 9 Support costs

|   | Support costs<br>£ | Governance costs<br>£ | 2020<br>£     | Support costs<br>£ | Governance costs<br>£ | 2019<br>£     |
|---|--------------------|-----------------------|---------------|--------------------|-----------------------|---------------|
| Administration charge                     | 15,000             | -                     | 15,000        | 15,000             | -                     | 15,000        |
| Accountancy                               | -                  | 9,792                 | 9,792         | -                  | 3,000                 | 3,000         |
|   | <u>15,000</u>      | <u>9,792</u>          | <u>24,792</u> | <u>15,000</u>      | <u>3,000</u>          | <u>18,000</u> |
| Analysed between<br>Charitable activities | <u>15,000</u>      | <u>9,792</u>          | <u>24,792</u> | <u>15,000</u>      | <u>3,000</u>          | <u>18,000</u> |

Governance costs includes payments to the independent examiner of £864 (2019- £864).

### 10 Employees

The average monthly number of employees during the year was:

|                         | 2020<br>Number    | 2019<br>Number    |
|-------------------------|-------------------|-------------------|
|                         | <u>2</u>          | <u>1</u>          |
| <b>Employment costs</b> | <b>2020<br/>£</b> | <b>2019<br/>£</b> |
| Wages and salaries      | 30,825            | 15,244            |
| Social security costs   | 1,714             | 848               |
| Other pension costs     | 4,433             | 2,192             |
|                         | <u>36,972</u>     | <u>18,284</u>     |

During the year, there were no employees who received emoluments of more than £60,000.

### 11 Debtors

|   | 2020<br>£     | 2019<br>£  |
|---|---------------|------------|
| <b>Amounts falling due within one year:</b> |               |            |
| Other debtors                               | 9,596         | 670        |
| Prepayments and accrued income              | 6,321         | -          |
|   | <u>15,917</u> | <u>670</u> |

# **SOUTHEND HOSPITAL CHARITABLE FOUNDATION**

## **NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 30 SEPTEMBER 2020**

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**12 Creditors: amounts falling due within one year**

|                              | <b>2020</b>  | <b>2019</b>   |
|------------------------------|--------------|---------------|
|                              | <b>£</b>     | <b>£</b>      |
| Other creditors              | -            | 40,818        |
| Accruals and deferred income | 8,459        | 3,824         |
|                              | <u>8,459</u> | <u>44,642</u> |

# SOUTHEND HOSPITAL CHARITABLE FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 SEPTEMBER 2020

### 13 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

|                        | Balance at<br>1 October 2018 | Movement in funds     |                       |                              | Movement in funds     |                       |                                    | Transfers | Balance at<br>30 September<br>2020 |
|------------------------|------------------------------|-----------------------|-----------------------|------------------------------|-----------------------|-----------------------|------------------------------------|-----------|------------------------------------|
|                        |                              | Incoming<br>resources | Resources<br>expended | Balance at<br>1 October 2019 | Incoming<br>resources | Resources<br>expended | Balance at<br>30 September<br>2020 |           |                                    |
|                        | £                            | £                     | £                     | £                            | £                     | £                     | £                                  | £         | £                                  |
| ForWards Appeal        | 76,697                       | 187,847               | (194,350)             | 70,194                       | 123,819               | (74,318)              | 34,066                             | 153,761   |                                    |
| Keyhole Cancer Appeal  | 33,727                       | -                     | -                     | 33,727                       | -                     | -                     | (33,727)                           | -         |                                    |
| Bosom Pals On The Road | 5,746                        | -                     | -                     | 5,746                        | -                     | -                     | -                                  | 5,746     |                                    |
| Other                  | 339                          | -                     | -                     | 339                          | -                     | -                     | (339)                              | -         |                                    |
|                        | 116,509                      | 187,847               | (194,350)             | 110,006                      | 123,819               | (74,318)              | -                                  | 159,507   |                                    |

The Keyhole Cancer Appeal was completed during the year and, in line with the agreement held from donors, the surplus funds were transferred to be used by the current appeal.

# SOUTHEND HOSPITAL CHARITABLE FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 SEPTEMBER 2020

### 14 Analysis of net assets between funds

|  | Unrestricted<br>funds<br>2020<br>£ | Restricted<br>funds<br>2020<br>£ | Total<br>2020<br>£ | Unrestricted<br>funds<br>2019<br>£ | Restricted<br>funds<br>2019<br>£ | Total<br>2019<br>£ |
|--|------------------------------------|----------------------------------|--------------------|------------------------------------|----------------------------------|--------------------|
| Fund balances at 30 September 2020 are represented by: |                                    |                                  |                    |                                    |                                  |                    |
| Current assets/ (liabilities)                          | 14,668                             | 159,507                          | 174,175            | 1,708                              | 110,006                          | 111,714            |
|  | <u>14,668</u>                      | <u>159,507</u>                   | <u>174,175</u>     | <u>1,708</u>                       | <u>110,006</u>                   | <u>111,714</u>     |

### 15 Operating lease commitments

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

|                            | 2020<br>£     | 2019<br>£     |
|----------------------------|---------------|---------------|
| Within one year            | 24,300        | 8,800         |
| Between two and five years | 19,517        | 15,400        |
|                            | <u>43,817</u> | <u>24,200</u> |

The payments recognised as an expense during the year totalled £11,846.

# **SOUTHEND HOSPITAL CHARITABLE FOUNDATION**

## **NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 30 SEPTEMBER 2020**

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### **16 Related party transactions**

#### **Transactions with related parties**

Mid & South Essex NHS Foundation Trust provides administrative support which includes fundraising activities and the recording and banking of donations received. The NHS Foundation Trust's Fundraising Department regularly receives income and purchases items on behalf of the Charitable Foundation, and the net value is paid to the Charitable Foundation monthly. At 30 September 2020 the net amount due from the NHS Foundation Trust was £5,875 (2019: £40,818 due to the NHS Foundation Trust).

During the year, Mid & South Essex NHS Foundation Trust agreed that a balance of £19,141 owed from the charity is no longer payable. This has been recognised as a donation in these accounts.

There were no transactions with Trustees or Connected Persons during the year (2019: none).