

Hospice Aid UK

Trustees report and unaudited financial statements

For the year ended 31 March 2021

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Hospice Aid UK
Legal and Administrative Information

Charity Number	1092575
Company Number	4400127
Trustees	R J Keen S Boyle B Cherryman D Duhaney S Gabe-Wilkinson M Gratze
Secretary	J Gratze
Registered Office	Moore Kingston Smith LLP 6th Floor 9 Appold Street London EC2A 2AP
Independent Examiner	Moore Kingston Smith LLP 6th Floor 9 Appold Street London EC2A 2AP

HOSPICE AID UK

REPORT OF THE TRUSTEES

For the Year Ended 31 March 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 March 2021. The trustees have adopted the provisions of Accounting and Reporting by the Charities: Statement of Recommended Practice applicable for charities preparing their accounts in accordance with the Financial Reporting Standard applicable the UK and Republic of Ireland (FRS102) (effective 1 January 2015).

OBJECTS AND ACTIVITIES

The objects of the charity are:

- To facilitate and promote the relief, care and treatment of the sick, especially the dying, and the support and care of their families and carers and of the bereaved.
- To facilitate and promote the charitable activities of the independent hospices.

Our Aim

Hospice Aid UK's aim is to donate to hospices, in areas where funding is not readily available to them from other sources.

Hospice Aid UK raises funds for UK hospices only, complementing other hospice funding sources. We aim to help fill the gap that would otherwise mean hospices going without needed equipment/support, in areas that would directly improve the quality and patients' comfort and well-being and that of their close relatives.

Main objectives for the year

Our main objectives for the charity have been to give out grants to hospices, increase our level of emergency funding, continue the growth of our database for ongoing fundraising and legacies working to sustain funding and donation levels.

Public benefit

We have referred to the guidance in the Charity Commission's general guidance on Public Benefit when reviewing our aims and objectives and in planning our future activities. In particular, the Trustees consider how planned activities will contribute to the aims and objectives they have set.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

We continue to have a good relationship with Next retail despite the company closing their charity budget, we did receive another donation.

We have been chosen by Direct Line as one of the charity partners.

We are also in corporate partnership with Funeral Partners Ltd

Kenneth Essex chose Hospice Aid UK as his charity to raise funds for. Ken walked 10km and completed this on his 101st birthday .

Later in the year Kenneth sadly passed away and his daughter chose to receive donation to Hospice Aid UK, rather than flowers.

We have received grants from the Worshipful company of Grocers & the Worshipful Company of Accountants.

REPORT OF THE TRUSTEES

For the Year Ended 31 March 2021

Grant Making

During the financial year, the charity gave grants to 22 hospices in the UK. The grants we have provided have helped hospices around the UK to purchase equipment such as new mattresses, patient transport vehicles and provide patients with many various therapy sessions.

Messages from hospices we have supported during the year:

Norfolk Hospice

"The improvements to the Inpatient Unit that your donation will provide will bring extra comfort to many patients during the last few weeks of their lives. To have this help at such a difficult time leaves a lasting legacy for the family and so the value of this donation is immense."

HospiceCare, North Northumberland

"HospiceCare is now almost back to what it was before Covid, with our bereavement and dementia cafes up and running and our walking football for dementia sufferers being held again in both Alnwick and Berwick ... Your continued support is greatly appreciated by us all and we can assure you that your donation will be put to very good use."

Douglas Macmillan Hospice

"We're thrilled at this fabulous grant and send our huge thanks. As discussed, it will be used to provide care and support to young adults in our specialised and dedicated unit. Many of them suffered greatly during the pandemic."

Overgate Hospice

"The generous support from Hospice Aid UK has helped us to continue to be here, caring for those in our community who are facing the end of their lives with dignity. We are very grateful for the generous donation you have given us here at Overgate Hospice and our patients and families is keenly felt and appreciated."

Recently, we were providing care for a patient who had a raised BMI. Sadly, he slipped from his bed during the night while trying to use the bathroom. We typically only have three nurses working during the night. Due to the weight of the patient, the overnight staff would have really struggled to assist him from the floor. A hoist and sling would have caused him a lot of pain and discomfort, and possibly not even supported his weight. He also had syringe drivers and non-invasive ventilation, so a lot of attachments/wires to manoeuvre. The staff on duty used the flat lift kit, and were able to safely move the patient from the floor back into bed in a comfortable and dignified way for both him and for all the staff involved. Jeanette, who was the nurse in charge of that shift, fed back that without this specialist piece of equipment, funded by Hospice Aid UK, she was concerned that they would have had no alternative but to make an emergency 999 call as this patient was particularly difficult to move due to his weight and the complexity of his illness."

Marie Curie

"The support of the Hospice Aid UK in June is helping Marie Curie continue to provide vital care and support to people through dying, death and bereavement. This is an incredible gift to give. Thank you for your generosity."

REPORT OF THE TRUSTEES

For the Year Ended 31 March 2021

Fundraising activities

Fundraising approach

Hospice Aid UK relies on several different fundraising approaches to raise funds from a range of sources, raising awareness of our work and allowing supporters to contribute in ways that are most appropriate for them. This includes fundraising through digital and online campaigns, emails, letters and press advertising from legacies, events, and community fundraising. And from our members and other regular supporters.

Fundraising Standards

Hospice Aid UK pays a levy to the Fundraising Regulator, and as such abides by the Code of Fundraising Practice. We abide the Fundraising Regulator's Fundraising promise, and strive to ensure our fundraising is open, honest, legal and respectful. We are registered with the Fundraising Preference Service which enables members of the public to control the nature and frequency of direct marketing approaches that they receive, including fundraising communications. Through the Fundraising Preference Service website, members of the public can choose to stop email, telephone, post and/or text messages from a selected charity. During the financial year 14 members of the public opted out of contact from Hospice Aid UK via the Fundraising Preference Service.

Fundraising on our behalf

Hospice Aid UK requires any professional fundraising agencies working on our behalf to adhere to our fundraising standards and this is specified in our contracts with them.

Supporters are at the core of everything Hospice Aid UK achieves. It is with their continued support through our direct mail fundraising programme and the leaving of legacies that Hospice Aid UK can fund our programmes.

We work with two main fundraising organisations: - Euro DM Ltd (EDM), company number FCO 16785, which has extensive experience in advising on direct mail fundraising programmes by post and email and developing direct response material and Tom Petzal Consultants, who specialises in developing relationships with major donors. EDM, who support us by identifying potential donors, promote the charity to them and develop and maintain a database of those donors. Our relationship with EDM has led to an increase in donors overall with 80,000 new donors coming on board through EDM during the term of the agreement with the charity.

EDM acts as an extension of our staff handling all elements of the direct mail fundraising programme from copy writing to the evaluations of results.

Monitoring of fundraising activities and protecting people in vulnerable circumstances

Hospice AID UK is committed to ensuring that we always treat the public sensitively and respectfully, taking special care to protect people who may find themselves in vulnerable circumstances.

Complaints

Hospice Aid UK did not receive any complaints from members of the public about our fundraising activities in 2020/2021.

This does not include expressions of dissatisfaction relating to our use of specific fundraising methods which most charities will face.

FINANCIAL REVIEW

Financial position

The charity is financially dependent upon the donations and legacies made to it.

Total income for the year was £516,943 (2020: £333,875).

Donations have increased significantly by over £100,000, and legacies have increased by £77,000 which is largely due to their ad hoc nature.

Legacies include 2 legacies accrued at the year end, which were received in the following financial year.

Total expenditure was £312,372 in 2021 compared to £298,584 in 2020 as restated.

At the year end the charity had total reserves of £171,825, all of which was unrestricted.

In the current year, the prior year has been restated to reflect amounts owed to creditors as part of the agreement with Euro DM. Due to this the prior year reserves show a deficit of £32,746 as restated.

Our partnership with Euro DM Ltd

The charity has a long-standing relationship with Euro DM Ltd (EDM) with an agreement being first signed in March 2012 and subsequently renewed on 1 July 2017. The term of the contract signed in 2017 is due to expire on 1 July 2022. The total period of the contractual relationship with EDM is, therefore, 20 years. EDM is a corporate member of the Chartered Institute of Fundraising and is registered with the Fundraising Regulator. EDM has expertise in direct marketing, database management and response handling and has a good reputation for helping charities reach new donors and managing donor relationships smoothly. EDM has a well-established track record in attracting new donors using the latest direct marketing methods and techniques, consolidating donor loyalty by building relationships, introducing donors to repeat donations and the benefits of Gift Aid, and identifying high-value donors and prospects for charities.

Before signing the agreement with EDM, Hospice Aid UK did not have a substantial donor database to rely on for a steady income stream. Through the agreement the charity has been able to grow a large group of loyal supporters and raise funds through direct marketing campaigns. Under the terms of the agreement the charity agreed to fund EDM's upfront costs to enable it to establish a broad supporter base. These upfront costs were funded by loans from EDM which EDM subsequently wrote off in financial years 2016, 2017 and 2019. During the term of the agreement, EDM has provided the charity with 80,000 new donors which, in the opinion of the Trustees, in terms of cost-benefit analysis, is an excellent and sustainable outcome.

At the end of this financial period the agreement had a further 15 months to run (with an end date of 1 July 2022). At the end of the agreement term with EDM (and under the terms of the agreement) all rights to the donor database vest in the charity. This is a valuable resource that the charity intends to maximise in the future to continue growing our steady income stream from loyal donors with reduced costs year on year.

HOSPICE AID UK

REPORT OF THE TRUSTEES

For the Year Ended 31 March 2021

Total gross donations given to the charity as a result of the agreement with EDM in this financial period were £315,285. The proportion of total receipts net of direct fees and costs that were available for the charity to spend for its general purposes was 82%.

EDM's direct fees under the agreement and other fundraising costs (£42,868) representing 18% (27% for the financial period ending 31 March 2020).

The remaining amounts were used to settle invoices incurred in the period and creditors at the year ended 31 March 2020.

Under the terms of the agreement EDM is contracted to receive 10 pence per piece of direct mail, a monthly management fee of £500 and a fee associated with the direct mail artwork that ranges from £500 to £3,500. Many of the upfront costs at the beginning of the agreement in 2012 have been covered as EDM have agreed that loans of £405,783 and £31,500 have been written off in 2017.

This has meant that significant costs in setting up the donor database have been saved and there has been a substantial increase in the funds available for the charity to further carry out its charitable purposes. EDM pass on funds raised as a monthly donation to Hospice Aid UK. The balance of donations owed will be accounted for or paid across at the end of the agreement.

Projected EDM fees to the end of the agreement term in July 2022 are 01 April 2021 to 31 March 2022: £24,923 and for 01 April 2022 to 1 July 2022: £6,379.

The performance of the agreement with EDM far exceeded our expectations at the start of the financial year. At the start of our financial year COVID-19 had broken out and we went into our first lockdown. We, along with many hospice support organisations and other charities, had to delay or cancel our fundraising events. We were expecting a very bad year. With the support of EDM we launched an emergency appeal to our donors through direct mailing. EDM agreed that, after administration costs such as postage and printing, all funds raised would go directly to support hospices. The emergency appeal through EDM was successful. Although a drop in charitable giving had been predicted because of COVID-19, with the benefit of EDM's work, we were able to ride the COVID-19 crisis while all other avenues of fundraising had to be put on hold.

FUTURE PLANS

The charity has implemented a financial controls policy and staff appraisal policy.

Reporting and decision making are in the process of being reviewed in conjunction with trustee inductions and a general governance review.

We are intending to recruit more trustees who will be able to bring their own knowledge and expertise to the charity, to compliment the skill base that we have. Trustee training will also be provided in light of the number of additional trustee appointments after the year end.

Our Nightrider cycle places had been deferred to June 2022.

We will continue to work with Euro DM to raise funds with them under the agreement until 1st July 2022.

The fundraising environment continues to be challenging particularly because of the Covid 19 pandemic in the UK. A key focus for the upcoming year will be corporate sponsorship and one high profile event; a charity song composed by, our patron, Debbie Wiseman and written by, lyricist, Don Black.

REPORT OF THE TRUSTEES

For the Year Ended 31 March 2021

We have again arranged with Euro DM to send surplus stock of thank you cards, notelets, calendars, and Christmas cards which we have been selling successfully on eBay making 100% profit to the charity.

Since the end of the financial year, we have undertaken a number of activities, some of which are as follows:

FY20/21

Recruited 6 patrons for our charity, whose expertise will help our charity enormously

Recruitment of highly capable trustees ongoing

Forecasting £2500 in sponsorships through securely 5 places in Nightrider cycle London

Forecasting the Silver Bond London Marathon place with a potential of £3000 raised

Forecasting £200 in sales through surplus stock of stationery and cards.

Notification of further legacies

The release of our song called You are Loved written by Don Black & composed by Debbie Wiseman performed by Jason Manford & Gloria Onitiri

Risk management

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

Trustees have given consideration to the Charities SORP ('Statement of Recommended Practice') Committee's advice in its publication 'Implications of COVID-19 Control Measures and Charity Financial Reporting' and to the risks arising as a result of the coronavirus pandemic. The Charity is actively monitoring and managing the situation as it develops. We have adapted our operations and consider that the Charity has adequate reserves and committed future grants from supportive and solvent funders.

Structure, governance and management

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

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:

Mr R J Keen

Ms S Boyle

Mr B Cherryman

Mr D Duhaney

Ms S Gabe- Wilkinson

Mr M Gratzke

Recruitment and appointment of new trustees

The members of the charity may nominate and appoint new trustees to the board. The trustees may also co-opt no more than three additional members at any time. At each annual general meeting one third (or number nearest to one third) of the members of the board of trustees, both elected and co-opted, shall retire but are eligible for re-election. Those longest in office shall retire first. Recruitment is undertaken as necessary through identification of skills gaps at trustees level. None of the trustees has any beneficial interest in the company.

New members of the Trustees are briefed on their legal obligations under charity and company law, the content of the Memorandum and Articles of Association, the committee, the strategies, and recent financial performance.

All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

REPORT OF THE TRUSTEES

For the Year Ended 31 March 2021

Governing document

The charity is controlled by its governing document, a Memorandum and Articles of Association and constitutes a limited company, limited by guarantee, as defined by the Charities Act 2006.

Organisational Structure

The Chief Executive Officer oversees the day to day running of the charity she is supported by the trustees in her role.

Key management personnel remuneration

The trustees deal with the overall pay and reward of the Chief Executive Officer.

All Trustees give of their time freely and no Trustee remuneration was paid in the year. Details of Trustee expenses and related party transactions are disclosed in note 11 to the accounts.

Statement of Trustees' Responsibilities

The Trustees (who are also directors of FirstLight Trust for the purposes of company law) are responsible for preparing the Trustees' Annual Report (including the Strategic Report) and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

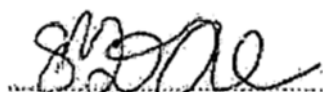
Company law requires the Trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2015 (FRS 102) ;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 25/08/2022 and signed on its behalf by:



S Boyle – Trustee

Independent Examiner's Report to the Trustees of Hospice Aid UK ("the Company")

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

Responsibilities and basis of report

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

Having satisfied myself that the accounts of the Company are not required to be audited under {art 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

Since the Charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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 Trust 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 Statements of Recommended Practice for accounting and reporting by charities.

I have no other 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.

Moore Kingston Smith LLP

Neil Finlayson, FCA
On behalf of Moore Kingston Smith LLP
Chartered Accountants

6th Floor
Appold Street
London EC2A 2AP

Date: 25/08/2022

Hospice Aid UK (A Company Limited by Guarantee)
Statement of Financial Activities
For the year ended 31st March 2021

	Notes	Year ended 31 March 2021 Unrestricted Funds £	Restated Year ended 31 March 2020 Unrestricted Funds £
Income from:			
Donations and legacies	3	516,901	333,749
Investments	4	42	126
Total Income		<u>516,943</u>	<u>333,875</u>
Expenditure on:			
Charitable activities	7	256,183	239,756
Fundraising costs	5	<u>56,189</u>	<u>58,828</u>
Total Expenditure		<u>312,372</u>	<u>298,584</u>
Net Income/(expenditure)		204,571	35,291
Transfers between funds		-	-
Net movement in funds		<u>204,571</u>	<u>35,291</u>
Reconciliation of Funds:			
Total Funds brought forward	17	<u>(32,746)</u>	<u>(68,037)</u>
Total Funds carried forward	17	<u><u>171,825</u></u>	<u><u>(32,746)</u></u>

The Statement of Financial Activities reflects the results of continuing activities for the year.

All recognised gains and losses are included in the Statement of Financial Activities.

Hospice Aid UK (A Company Limited by Guarantee)
Balance Sheet
As at 31st March 2021

	Note	2021		2020 as restated	
		£	£	£	£
Current Assets					
Debtors	13	154,555		-	
Cash at bank and in hand		<u>69,574</u>		<u>101,409</u>	
		224,129		101,409	
Creditors:					
Amounts falling due within one year	14	(52,304)		(134,155)	
Net Current Assets			<u>171,825</u>		<u>(32,746)</u>
Net Assets			<u><u>171,825</u></u>		<u><u>(32,746)</u></u>
Funds					
Unrestricted funds:	17		<u>171,825</u>		<u>(32,746)</u>
			<u><u>171,825</u></u>		<u><u>(32,746)</u></u>

For the financial year in question, the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime

Approved by the Trustees and authorised for issue on 25/08/2022

Signed on their behalf by:



S Boyle
Trustee

Company Number: 04400127

Hospice Aid UK (A Company Limited by Guarantee)
Cash Flow Statement
As at 31st March 2021

Note	2021	2020
	£	£
Cash flows from operating activities:	(31,835)	20,758
Change in cash and cash equivalents	<u>(31,835)</u>	<u>20,758</u>
Cash and cash equivalents at the beginning of the year	101,409	80,651
Cash and cash equivalents at the end of the year	<u><u>69,574</u></u>	<u><u>101,409</u></u>
 Reconciliation of Net Income/(Expenditure) to Cash flows from operating activities		
Net movement in funds for the reporting period (as per the statement of financial activities)	204,571	35,291
Adjustments for:		
Decrease / (increase) in debtors	(154,555)	-
Increase / (decrease) in creditors	(81,851)	(14,533)
	<u></u>	<u></u>
Net cash used in operating activities	<u><u>(31,835)</u></u>	<u><u>20,758</u></u>
 Analysis of cash and cash equivalents & net equity/(debt)		
Cash in hand		
At start of the year	101,409	80,651
Cash-flows	<u>(31,835)</u>	<u>20,758</u>
At end of year	<u><u>69,574</u></u>	<u><u>101,409</u></u>

Hospice Aid UK (A Company Limited by Guarantee)
Notes to the Financial Statements
For the year ended 31st March 2021

1 Accounting Policies

a) Basis of Accounting

Hospice Aid UK is a company limited by guarantee registered in England and Wales. The registered address is 6th Floor, 9 Appold Street, London, EC2A 2AP.

The financial statements have been prepared in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). The Charitable Company is a public benefit entity for the purposes of FRS 102 and therefore the Charity also prepared its financial statements in accordance with the 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 (The FRS 102 Charities SORP),, the Companies Act 2006 and the Charities Act 2011.

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

The charitable company has taken advantage of the exemptions available not to prepare a Statement of Cash Flows.

The principal accounting policies, which are applied consistently, are set out below.

b) Going Concern Basis

The trustees have assessed whether the use of the going concern basis is appropriate and have considered possible events or conditions that might cast significant doubt on the ability of the charity to continue as a going concern.

The trustees have made this assessment for a period of at least one year from the date of the approval of the financial statements. In particular, the trustees have considered the charitable company's forecasts and projections and have taken into account the pressures on donation and grant income. In making this assessment the trustees have considered the impact of Covid-19 and, while some projects have been delayed it is not anticipated that this will affect the charity's ability to continue its charitable objects in the short to medium term.

Having carried out a detailed review of the Charity's resources and the current economic challenges facing both the Charity and its members the Trustees are satisfied that the Charity has sufficient cash to meet its liabilities as they fall due for at least one year from the date of approval of the financial statements and that it is appropriate for the accounts to be prepared on the going concern basis.

l) Critical Accounting Estimates and Areas of Judgement

In the view of the trustees in applying the accounting policies adopted, no judgements were required that have a significant effect on the amounts recognised in the financial statements nor do any estimates or assumptions made carry a significant risk of material adjustment in the next financial year.

c) Income

All income is accounted for when there is evidence of entitlement, the receipt is probable and the amount can be measured reliably.

Voluntary income including donations is included in full in the Statement of Financial Activities when For legacies, entitlement is taken at the earlier of the date on which either; the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executors to the charity that a distribution will be made, or where a distribution has been received from an estate.

Donations are received by Euro (EDM), legacies, postal donations and credit card donations are processed in the charities bank account.

EDM provide an monthly amount to Hospice Aid UK which formns part of the total donations receivable in the year.

Hospice Aid UK (A Company Limited by Guarantee)
Notes to the Financial Statements
For the year ended 31st March 2021

1 Accounting Policies (continued)

d) Expenditure

All expenditure is included on an accruals basis and is recognised when there is a legal or constructive obligation for payment to be made.

Costs are disclosed in the following categories

- Governance costs are the costs associated with the strategic direction of the organisation and with meeting regulatory requirements.
- Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office costs, governance costs, and administrative costs. They are incurred directly in support of expenditure on the objects of the charity. Where support costs cannot be directly attributed to particular headings they have been allocated to cost of raising funds and expenditure on charitable activities on a basis consistent with use of the resources including a split of staff costs between promoting & raising awareness of activities and support costs.

Fund-raising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued.

f) Tangible Fixed Assets

All fixed assets with a value over £250 are capitalised at cost, being their purchase cost together with any incidental expenses at acquisition, and depreciated to their estimated residual value over their estimated useful lives as follows:

Computer equipment	Straight line over 3 years
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A review of fixed asset lives and impairments is undertaken on an annual basis.

g) Pension Benefits

The charity makes contributions on behalf of employees to their individual personal pension schemes during their period of service, at a rate fixed by the Trustees.

h) Operating leases

Operating lease and rental costs, where substantially all the benefits and risks of ownership remain with the lessor have been charged to expenditure as they arise.

i) Fund accounting

Unrestricted funds are received and applied for the general objects of the charity.

Restricted funds are subject to such restrictions as specified by donors and are utilised in accordance with donors' wishes.

j) Cash and Cash Equivalents

Cash and cash equivalents include cash at banks and in hand and short term deposits with a maturity date of three months or less.

k) Financial Instruments

The charity only holds basic financial instruments as defined by FRS 102. Financial instruments receivable or payable within one year of the reporting date are carried at their at transaction price and subsequently at amortised cost.

With the exceptions of prepayments and deferred income all other debtor and creditor balances are considered to be basic financial instruments under FRS 102.

Hospice Aid UK (A Company Limited by Guarantee)
Notes to the Financial Statements
For the year ended 31st March 2021

3 Donations and legacies

	2021 Unrestricted funds £	2020 Unrestricted funds £
Donations Received	352,860	247,050
Legacies	164,041	86,699
	516,901	333,749

4 Investments

	2021 Unrestricted funds £	2020 Unrestricted funds £
Interest receivable	42	126
	42	126

5 Raising Funds

	2021 Unrestricted £	Restated 2020 Unrestricted £
<u>Fundraising and publicity</u>		
Fundraising agents	21,719	23,543
Direct mail costs	13,321	11,616
Other fundraising costs	21,149	23,669
	56,189	58,828
Fundraising and publicity	56,189	58,828

Hospice Aid UK (A Company Limited by Guarantee)
Notes to the Financial Statements
For the year ended 31st March 2021

6 Grants Payable

	Grants made to provide facilities to hospices 2021 £	Grants made to provide facilities to hospices 2020 £
Grants to institutions:		
Acorns Hospice	-	1,000
Bolton Hospice	-	500
Cransley Hospice	1,000	-
Demelza Hospice	2,868	-
DM Hospice	882	-
East Anglia Childrens Hospice (EACH)	-	5,000
East Coast Hospice	1,000	-
Ellinor House Hospice	-	675
Hope House Childrens Hospice	1,000	-
Hospice at Home Carlisle and N.Laleland	1,000	-
Hospice Care Northumberland	1,000	2,000
Hospice in the Weald	-	1,000
Julias House Hospice	-	1,000
Kemp Hospice	1,000	-
Kilbryde Hospice	-	500
Kirkwood Hospice	1,500	-
Lakelands Hospice	-	500
Lewis Manning Hospice	1,000	-
Little Harbour S.W. Childrens Hospice	-	4,590
Mary Steven Hospice	1,451	-
Nightingale House Hospice	-	1,000
North Devon Hospice	-	1,016
Overgate Hospice	2,000	600
Primrose Hospice	-	4,765
Rainbow Childrens Hospice	-	4,095
Rennie Grove Hospice	500	-
Salisbury Hospice	-	450
Skanda Vale Hospice	6,400	-
South West Childrens Hospice	-	500
St Christophers Hospice	2,000	-
St Francis Hospice	1,000	-
St Gemma Hospice	1,000	500
St Marys Hospice	1,000	-
St Rocco's Hospice	-	2,000
St Wilfreds Hospice	1,000	5,000
Sussex beacon Hospice	1,500	-
The Childrens Trust	2,750	-
The Norfolk Hospice	1,130	-
Trinity Hospice	1,000	-
Willow Wood Hospice	-	1,000
Winchester Hospice	2,286	-
Woodland Hospice	984	1,000
	38,251	38,691
The total number of grants made in the year were	25	23

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7 Charitable Activities

Year to 31 March 2021		Raising awareness & educational activities 2021	Grants made to provide facilities to hospices 2021	Total 2021
Staff costs		30,655	-	30,655
Data processing		24,000	-	24,000
Direct mail costs		53,284	-	53,284
Postage and other costs		35,802	-	35,802
Other costs		800	-	800
		<u>144,541</u>	<u>-</u>	<u>144,541</u>
Grant funding of activities	(see Note 6)	-	38,251	38,251
Share of support costs	(see Note 8)	6,024	30,204	36,228
Share of governance costs	(see Note 8)	13,686	23,477	37,163
		<u>164,251</u>	<u>91,932</u>	<u>256,183</u>

7 Charitable Activities (Continued)

Year to 31 March 2020		Raising awareness & educational activities 2020	Grants made to provide facilities to hospices 2020	Restated Total 2020
Staff costs		31,622	-	31,622
Data processing		24,001	-	24,001
Direct mail costs		46,465	-	46,465
Postage and other costs		36,422	-	36,422
Other costs		1,400	-	1,400
		<u>139,910</u>	<u>-</u>	<u>139,910</u>
Grant funding of activities	(see Note 6)	-	38,691	38,691
Share of support costs	(see Note 8)	1,676	33,510	35,186
Share of governance costs	(see Note 8)	9,768	16,201	25,969
		<u>151,354</u>	<u>88,402</u>	<u>239,756</u>

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8 Support Costs - 2021

	Support Costs £	Governance Costs £	Total 2021 £
Staff costs	16,506		16,506
Rent	9,514		9,514
Bank charges	252		252
Postage, packaging and stationary	368		368
Telephone	1,041		1,041
Motor and travel costs	355		355
Computer/Website costs	2,133		2,133
Other support costs	35		35
EDM Bank charges	6,024		6,024
Independent Examiner fees		4,200	4,200
Accountancy		22,083	22,083
Legal and professional		10,880	10,880
	<u>36,228</u>	<u>37,163</u>	<u>73,391</u>
Analysed between Charitable activities	<u>36,228</u>	<u>37,163</u>	<u>73,391</u>

8 Support Costs - 2020

	Support Costs £	Governance Costs £	Restated Total 2020 £
Staff costs	17,027	-	17,027
Rent	9,600	-	9,600
Bank charges	397	-	397
Postage, packaging and stationary	645	-	645
Telephone	872	-	872
Motor and travel costs	1,549	-	1,549
Computer/Website costs	2,711	-	2,711
Other support costs	709	-	709
EDM Bank charges	1,676	-	1,676
Independent Examiner fees	-	3,600	3,600
Accountancy	-	11,602	11,602
Legal and professional	-	10,767	10,767
	<u>35,186</u>	<u>25,969</u>	<u>61,155</u>
Analysed between Charitable activities	<u>35,186</u>	<u>25,969</u>	<u>61,155</u>

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9 Net movement in funds

	2021 £	2020 £
Net movement in funds is stated after charging/(crediting)		
Fees payable to the charity's Independent Examiners	4,200	3,600

10 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

11 Employees

	Total 2021 £	Total 2020 £
Gross salaries	45,000	45,464
Social security costs	998	2,019
Pension costs	1,163	1,166
	47,161	48,649

Staff Numbers

The average monthly number of employees during the year was: 1 1

No employees earned over £60,000 during the year (2020: None)

Key Management Personnel

During the year there was one staff member who was deemed to be Key Management Personnel. The total employment benefits including employer pension contributions of key management personnel were £47,161 (2020: £48,649).

In addition to one full time paid employee, the charity also used a separate fundraising source paid on a consultancy basis.

Transactions with Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

None of the trustees were reimbursed for any expenses in respect of the charity in the year. (2020: none)

12 Euro DM Programme

The charity undertakes its fundraising through a programme with Euro DM Limited. Further details of this are included in the trustee report.

Hospice Aid UK (A Company Limited by Guarantee)
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For the year ended 31st March 2021

13 Debtors	Total 2021 £	Restated Total 2020 £
Accrued income	153,555	-
Other debtors	1,000	-
	<u>154,555</u>	<u>-</u>
14 Creditors: Amounts falling due within one year	Total 2021 £	Restated Total 2020 £
Trade creditors	38,318	122,056
Social security and other taxation	3,687	3,970
Other creditors	4,299	4,529
Accruals	6,000	3,600
	<u>52,304</u>	<u>134,155</u>

Included within Other creditors are pension contributions payable of £227 (2020: £226)

15 Retirement benefit schemes

Defined contribution schemes

The charity operates a defined contribution scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

The charge to profit or loss in respect of defined contribution schemes was £2,714 (2020: £1,166)

16 Related party transactions

The Charity rents an office from the Chief Executive Officer for an amount of £800 pcm. This agreement has been authorised by the trustees on the basis that an office is required for the charity to function and an alternative office in the local area would cost thousands more than the agreed amount, especially when one includes the ancillary costs of running the office and storage. The Chief Executive Officer was also reimbursed £1,409 (£1,409 for expenditure on behalf of the charity and £Nil for motor expenses (2020: £1,467).

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17 Prior year adjustment	As previously reported £	Adjustment £	2019 As restated £
<u>Balance sheet</u>			
Trade creditors	-	138,177	138,177
Unrestricted funds	70,140	(138,177)	(68,037)

A prior year adjustment has been made to recognise the total brought forward amount of creditors owed by Hospice Aid UK, via Euro DM Limited.
The total effect of this is to reduce opening reserves brought forward by £138,177, which is the amount owed to creditors at the 01/04/2019.

Prior year adjustment	As previously reported £	Adjustment £	2020 As restated £
<u>Balance sheet</u>			
Trade creditors - restated above	138,177	(17,985)	120,192
Unrestricted funds - restated above	(68,037)		(68,037)
Surplus for year	17,306	17,985	35,291
	(50,731)	17,985	(32,746)

A further prior year adjustment has been made to recognise the movement in trade creditors in the 2020 year which was originally included within fundraising costs.

The net effect of these SOFA adjustments is as follows:

	As previously reported £	Adjustment £	2020 As restated £
Unrestricted funds - SOFA	(50,731)	17,985	(32,746)
Raising funds - expenditure	65,197	(17,985)	47,212