

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

England & Wales · Charity number 1095708

## Details

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Other names	NORTH LAKELAND HOSPICE AT HOME, HOSPICE AT HOME - CARLISLE & NORTH LAKELAND
Status	Registered
Legal form	Charitable company
Company number	<a href="#">04609579</a>
Registered	2003-01-30
Register	<a href="#">View on the Charity Commission register</a>

## Contact

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Address	Valley Court Barras Lane Dalston Carlisle Cumbria
Phone	01768210719
Email	<a href="mailto:admin@hospiceathome.co.uk">admin@hospiceathome.co.uk</a>
Website	<a href="http://www.hospiceathome.co.uk">www.hospiceathome.co.uk</a>

## Activities

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**Objects:** TO RELIEVE THE SUFFERING OF AND PROVIDE PALLIATIVE AND SUPPORTIVE CARE TO PERSONS OF EITHER SEX WHO ARE SUFFERING FROM A TERMINAL ILLNESS OR FROM ANY OTHER PHYSICAL OR MENTAL INFIRMITY, DISABILITY OR DISEASE BY THE ESTABLISHMENT AND PROVISION OF DOMICILIARY AND SUPPORTIVE CARE, DAY CARE, RESIDENTIAL CARE AND IN SUCH OTHER WAYS S THE TRUSTEES SHALL FROM TIME TO TIME THINK FIT.

**Activities:** Providing a free at home palliative care nursing service for persons who are suffering from Cancer and other life- threatening illnesses and giving support to their families and carers.

## Classification

- **How:** Provides Human Resources, Provides Services
- **What:** The Advancement Of Health Or Saving Of Lives
- **Who:** Elderly/old People, People With Disabilities, The General Public/mankind

## Geography

- **Area of benefit:** NOT DEFINED BUT IN PRACTICE CUMBRIA
- Cumbria

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£1,951,784	£2,094,830	£3,203,194	62
2024-03-31	£2,331,630	£2,075,755	£3,334,809	63
2023-03-31	£1,679,788	£1,774,496	£2,989,194	62
2022-03-31	£2,121,829	£1,394,801	£3,148,215	64
2021-03-31	£1,894,756	£1,324,971	£2,400,843	58

## Trustees

Name	Role	Appointed
Deborah Jane Shearer		2022-12-08
Dr HELEN ALEXANDRA DUNNING		2019-06-18
James Ferris Porter		2024-10-01
Janet Spencer Lamb		2022-12-08
Kathryn Susan Hunter Mrs		2025-12-04
Kevin Coulthard		2022-12-08
Margaret Gray		2021-02-16
Melanie Kinsella		2025-09-04
PROFESSOR SHIRLEY REVELEY		2021-02-16
Yvonne Salkeld		2025-09-04

**HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

England & Wales - Charity number 1095708

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# Accounts

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Charity registration number 1095708 (England and Wales)

Company registration number 04609579

**HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**  
**ANNUAL REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2025**



# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Trustees</b>	Mr D Claxton Mr M K Clementson Mr K Coulthard Mrs M A Drury Dr H A Dunning Mrs M Gray Mrs J S Lamb Prof S Reveley Mrs D J Shearer Rev D C Wood Mr J F Porter	(Appointed 1 October 2024)
<b>Chief Executive Officer</b>	Mrs D McKenna	
<b>Secretary</b>	Mrs L Robinson	
<b>Charity number</b>	1095708	
<b>Company number</b>	04609579	
<b>Registered office</b>	Valley Court Barras Lane Dalston Carlisle CA5 7NY	
<b>Auditor</b>	Saint & Co. Sterling House Wavell Drive Rosehill Carlisle CA1 2SA	
<b>Bankers</b>	Lloyds Bank plc 5-6 King Street Penrith CA11 7AP	
<b>Solicitors</b>	Cartmell Shepherd Solicitors Cartmell Shepherd Bishop Yards Penrith Cumbria CA11 7XS	
<b>Investment advisors</b>	Arc Eden Limited 1c Wavell Drive Rosehill Carlisle CA1 2ST	

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# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

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# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## TRUSTEES' REPORT (INCLUDING DIRECTOR'S REPORT)

*FOR THE YEAR ENDED 31 MARCH 2025*

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The trustees present their annual report and financial statements for the year ended 31 March 2025.

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)" (effective 1 January 2019).

### **Objectives and activities**

#### *Objectives and aims*

As stated in the charity's Articles of Association, the Charity's objects are restricted specifically, [in each case] only for the public benefit to relieve the suffering of, and provide palliative and supportive care to persons suffering from a terminal illness or from any other physical or mental infirmity, disability or disease by the establishment and provision of domiciliary and supportive care, day care, residential care and in such other ways as the trustees shall from time to time think fit. The Articles of Association were refreshed in April 2024 and accepted by the Charity Commission. The revised Articles make allowance for the role of Associate Trustee to support the work of the Board and its subcommittees.

The charity provides clinical services in patients' homes, specifically palliative and end of life nursing care, bereavement, and family support, lymphoedema management, occupational and complementary therapies.

*The Care Quality Commission* is the independent regulator of health and adult social care in England and monitors all clinical activity provided by the charity.

This provision is free at the point of delivery and is achieved by providing trained clinicians who make the "staying at home" option a realistic one. We strive to enable patients to die in the place of their choosing which is predominantly in the home. Services are open to all palliative and end of life patients regardless of their age, address (within our geographical boundaries), end-stage illness or financial circumstances.

**Our Vision:** Hospice at Home will positively influence a future in which everyone within our community facing life-limiting illness, regardless of cause, receives the best possible palliative and end-of-life care and their families and carers receive the support they need.

**Our Mission:** To enhance quality of life for adults, their families and carers in our area, through skilled and compassionate care and support at home and in their community.

### **Our Values:**

- *Caring* - We will always be kind and caring towards others. Our care and support will be holistic and will always put the patient first.
- *Compassion* - We will accept without judgement the thoughts, values, beliefs and choices of others, responding with empathy and the offer of support wherever possible.
- *Trust* - We will build trust and confidence by being approachable, dependable and responsive to individual need.
- *Respect* - We will be courteous and listen actively to what is said. We will maintain privacy and dignity at all times.
- *Professional* - We will be open, honest, reliable and fair, accepting responsibility for our actions and being accountable for them.
- *Resourceful* - We will use our resources and funds carefully to ensure we deliver high quality palliative and end of life care for patients whilst also supporting family members and carers.

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## TRUSTEES' REPORT (INCLUDING DIRECTOR'S REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

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### *Strategies for achieving aims and objectives*

#### *Palliative Care Development*

Palliative care is defined by the World Health Organisation as an approach that improves the quality of life of patients and their families who are facing problems associated with life-limiting illness, usually progressive. It prevents and relieves suffering through the early identification, correct assessment and treatment of pain and other problems whether physical, psychosocial and spiritual.

Palliative care also helps those receiving care, families and carers deal with emotional, spiritual or practical issues arising from the illness. People of all ages can benefit from palliative care at all stages of their illness.

#### *End-of-Life (EoL) care*

People who are likely to die within the next twelve months are "approaching the end of life". This also considers people whose death is likely to be imminent in the next few days or hours. The General Medical Council defines people approaching the end of life as being those with:

- advanced progressive, incurable conditions;
- general frailty and coexisting conditions that mean they are expected to die within twelve months;
- existing conditions if they are at risk of dying from a sudden crisis in their condition;
- life-threatening acute conditions caused by sudden catastrophic events.

### *Public benefit*

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

### *Volunteers*

At Hospice at Home we have over two hundred volunteers who undertake a variety of roles: They support patients by providing companionship, emotional support, and practical assistance thereby improving the patient's well-being; by providing respite care, listening, and emotional support, volunteers ease the burden on families. Volunteers undertake reception duties, fundraising, and working in our hospice shops. They play an important role in supporting events, and raising awareness about hospice services.

Volunteers have a positive impact in our hospice-and at the Annual General Meeting (AGM) in October 2024 we celebrated the work of all our volunteers. It was gratifying to hear their stories about why they became volunteers and the added value they bring. We are grateful to have such a committed, compassionate and caring team of volunteers.

At the AGM we also presented our plans for the future which will be reflected in the revised Strategic Plan 2025-2030.

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## TRUSTEES' REPORT (INCLUDING DIRECTOR'S REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

### Achievements and performance

*Significant activities and achievements against objectives*

#### Clinical Services - Performance of the clinical services over the past three years

##### Referrals for the past three years -

Financial Year	2022-2023	2023-2024	2024-2025
<b>Population</b>	703	641	629
<b>Male</b>	280	274	267
<b>Female</b>	423	367	362
<b>Befriending</b>	15	10	11
<b>Day Night Nursing</b>	424	398	439
<b>Family Support</b>	81	75	102
<b>Lymphoedema</b>	221	176	64
<b>Occ Therapy</b>	108	40	107
<b>Comp Therapy</b>	136	112	132
<b>Hospice at Home</b>	9	3	0
<b>TOTAL</b>	<b>985</b>	<b>814</b>	<b>855</b>

**Day and Night Nursing (DNN)** - A new trial of three personal care calls per day was launched in response to referrer needs and to align with other FastTrack-funded service models, the initial evaluation of this is proving encouraging and successful in reaching and meeting increased patient need. We have had a change of Manager and Deputy lead who have been through the induction process. There have been changes to our patient record input to increase our data capture and this will continue as part of the new 5-Year Strategic Plan. The executive team has supported the multi-cultural barrier locally and engaged with those in our community who do not have English as their first language.

**The Lymphoedema service** - experienced challenges in recruiting staff in the early part of the year but we are now at full capacity and referrals are open to people with cancers and those with non-cancer causation. We welcomed a new compression therapy machine via grant funding and will soon offer this treatment. Persistent non-attendance rates are being managed through telephone reminders; this is supported by volunteers.

**Occupational Therapy (OT)** - The service has re-commenced with the addition of two new occupational therapists. A service level agreement with Eden Valley Hospice commenced and a member of our team supports in patient care, with patient continuity praised in both organisations. Outreach continues, including a presentation to Carlisle Integrated Care Community.

**Bereavement and Family Support (BFS)** - Referrals have exceeded expectations, with the Penrith Bereavement Group thriving—eight attendees in October and new attendees each month. However, the Patient Support Group has struggled in the early part of the year to increase attendance despite outreach, this may be hampered by the Dalston location or preference for 1:1 support. Demand for individual sessions continues to grow, with the result that there may need to be a waiting list. A new permanent counsellor post (8 hours per week) has been added to the team this year to assist in meeting demand.

**Complementary Therapy (CT)** - Have had staff changes this year; we have changed the model from two registered nurse complementary therapists to one registered nurse and one complementary therapist. A health care assistant from within the Day and Night Nursing has joined the team and undergone a period of induction and probation.

**Befriending Service** - Caseload remains modest but consistent. Moving to a single point of access model should improve capacity to increase our efforts to expand reach.

The Director of Clinical Services was successful in a grant bid through Hospice UK and went to London to meet with 10 other project leads that have been grant recipients from the Masonic Charitable Funds Grant to support people with Progressive Neurological Disorders. There were 55 applicants of projects from across the UK and it is a privilege to be part of the 11 chosen, the Masons will be invited to Hospice at Home to meet our team and we will report on outcomes measures at planned evaluation times.

**HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**  
**TRUSTEES' REPORT (INCLUDING DIRECTOR'S REPORT) (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2025**

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**Fundraising and Income Generation:**

With the recent successful appointment of a Director of Income Generation a review and analysis of both fundraising and retail is planned for the year ahead creating a refreshed approach, exploring new opportunities and an increased focus on volunteering with the development of a Volunteer Strategy.

In the year ahead, Hospice at Home Carlisle and North Lakeland will undertake a major strategic upgrade of our digital infrastructure. This will ensure that we are well-positioned for future growth and help ensure our organisation's sustainability into the future. Key developments include the migration to new fundraising and volunteering platforms to enhance relationship management and expand our supporter network; the adoption of a cloud-based accounting system for improved flexibility and oversight; and the implementation of a modern Human Resource Management System to better support our staff. We will also transition to a cloud-based server to enable more efficient remote access and organisational resilience, and we will launch a new website designed to better serve patients, families, and supporters. This comprehensive digital transformation will strengthen our operational foundations and enhance our ability to support the community that we serve. We are grateful to the Department of Health & Social Care and Hospice UK for making this vital investment possible.

**Finance and Administrative Developments:**

Hospice at Home is committed to staff development and in line with our commitment to nurturing emerging talent and addressing long-term staffing needs, we have welcomed at the start of the financial year two Business Administration Level 3 Apprentices into the organisation. Their integration has not only injected fresh energy into our operations but also contributed meaningfully to our support services while they gain practical experience and training. This initiative aligns with our broader workforce development plan and supports our charitable objectives of community engagement and skill-building.

A key focus this year has been on the professional development of our existing team. We are proud to report in our finance team the completion of AAT (The Association of Accounting Technicians) in level 3 for one team member and a progression on to Level 4 AAT for another team member. The investment in our people enhances our internal capacity and reinforces our aspiration of learning and continuous improvement. We anticipate this will result in greater service efficiency and personal growth for our team members. It has also allowed us to look at locating all financial services in-house thereby allowing us to have increased operational autonomy and cost efficiency.

**Wider Workforce Developments:**

We are now fine-tuning our recruitment approach to remain agile and inclusive, ensuring we attract those who truly share our values. We have aligned our Workforce Plans with Clinical, Income Generation, and Treasury objectives, whilst mapping out current skills and future development needs. Digitising our Human Resource systems will enhance efficiency and governance, and we will continue to expand wellbeing and feedback initiatives. We will begin laying the foundations for a Leadership Development Programme to develop our people into tomorrow's leaders to grow an organisation fit for the future and to continue delivering outstanding quality end of life and palliative care to the local community.

**Improved Health and Safety Compliance:**

A specialist Health and Safety and Fire consultant has been engaged to support the organisation and has completed a full fire and Health & Safety audit. The focus has therefore shifted to implementing key recommendations, including policy updates, improved accident reporting processes, fire warden training, and documentation audits. New initiatives underway include the introduction of personal emergency evacuation plans, issuing high-vis vests and first aid lanyards to nominated parties, and streamlining documentation. Employee wellbeing is also being prioritised through an upgraded Employee Assistance Programme via Health Assured, which includes access to Mental Health First Aider training, reinforcing a stronger, more proactive approach to safety and support with the aim of reducing risk and loss through physical and reputational damage and ensuring the longevity of the organisation as it continues to grow and expand. Health and safety is a standard item agenda on all sub committees.

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## TRUSTEES' REPORT (INCLUDING DIRECTOR'S REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

We are extremely grateful for all support received which comes in many forms and includes our 48 business partners. We aim to build on these partnerships in the coming year.

Apogee	Eddie Wannop Ltd	McVities Group
Appleby Creamery Ltd	Eden Housing Association	Nilfisk Limited
Arc Eden Ltd	George Hudson	North Lakes Glass Ltd
Armstrong Watson LLP	Genevieve	Orton Grange Café & Gifts
Atkinsons Building Contractors	Hather Financial Services	Peter Tyson
Burnetts Solicitors	Integrity Office Ltd	Pioneer Foods Ltd
Carigiet Cowen Ltd	Jill Glencross Independent Funeral Directors	Richardson Funeral Directors
Carlisle Racecourse	John Norris of Penrith	Story Homes Ltd
Carlisle Refrigeration Limited	John Richardson & Son Ltd	Tech 4 Office Equipment
Carlisle United Football Club	Lakes Estates	The Toffee Shop
Cartmell Shepherd Limited	Larch Cottage Nurseries	Thomas Graham & Sons Ltd
Cranstons Ltd	Lease Your New Car	Trade Copiers
Cubby Construction Limited	Lloyd Jaguar Land Rover	Ullswater Steamer
Cumberland Building Society	Logic Business Systems Ltd	Used Cars 4 Less
David Allen	Lowther Castle & Gardens	Waitings Ltd
Dodd & Co	McKnight & Son Builders Ltd	Wm Armstrong (Longtown) Ltd

### *Fundraising performance*

The charity is registered with the Fundraising regulator, the voluntary independent regulator of charitable fundraising in the UK. Hospice at Home follows their code of practice which ensures that fundraising is respectful, open, honest and accountable to the public. The charity will continue to adhere to all regulations governing fundraising and follow any best practice guidelines that are issued to ensure positive relations are maintained with the generous local people who support us.

The fundraising department always aims for the highest standards in fundraising and organise an annual plan which aims to meet the expenditure requirements within the financial plan.

### **Financial review**

The accounts show net deficit for the year of £143,046 before taking into account the gain on investment. After accounting for the gain on investment in the year, the net movement in funds was a deficit of £131,615. The results for the previous year showed a surplus of £242,806 and after the gain on the investment the surplus was £345,615.

Income levels decreased from £2,331,630 to £1,951,784 in the current year and this is mainly due to the decreased income in legacies. The legacy income received in the year amounted to £460,261 (2024: £860,063). Expenditure levels were higher in the year ended 31 March 2025 than the previous year with costs being closely monitored. Without this level of legacy income the charity would have generated a greater loss for the year.

**HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**  
**TRUSTEES' REPORT (INCLUDING DIRECTOR'S REPORT) (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2025**

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*Reserves policy*

As at 31 March 2025, the charity held total reserves of £3,203,194 which included unrestricted funds of £3,170,544 and restricted funds of £32,650.

The unrestricted fund includes fixed assets of £13,420 leaving free reserves of £3,157,124.

The Trustees have determined free reserves should be at least equivalent to the greater of 6 months budgeted costs or the potential close down costs. This has been calculated to be almost £1,048,000. An equivalent sum should be kept in cash reserves separate from other funds and reviewed annually once a new budget has been approved by the Trustees at the accounting date. Reserves exceeded this criteria at the year end however there is expenditure budgeted for the next year as part of the development strategy of the charity which will reduce the reserves. Funds required for the day to day running costs, based on the annual budget, should be kept in the company's bank current account and any instant access account with an institution governed by the financial services compensation scheme (F.S.C.S).

Any other funds not required for the day to day running costs are to be invested in individual UK based institutions covered by the F.S.C.S. or into funds managed on an advisory basis by Arc Eden. The criteria we use to invest in are medium risk investments. There was a gain on the investments in the year ended 31 March 2025 of £11,431 (2024: gain of £102,809). Transfers out of managed funds can be made by the Finance and Income Generation Committee but further investments into managed funds are by recommendation of the Finance and Income Generation Committee to the Board.

*Principal funding sources*

The Charity received financial support from the Clinical Commissioning Group (CCG) devolved from the NHS in the year. This contribution to costs gives confidence against a background of the very welcome voluntary support. The charity is profoundly grateful to all in the community for the excellent support received.

Another form of funding are legacies which the charity receives from supporters, although this source of income is not guaranteed.

*Major risks*

The Trustees have assessed the major risks to which the Company is exposed, including in particular those related to the operations and finance of the Company. This is done through a Corporate Risk Register on a bi-monthly basis. Trustees are satisfied that systems and procedures are in place to mitigate exposure to the major risks.

*Objectives and policies*

The charity's activities expose it to a number of financial risks including credit risk, cash flow risk and liquidity risk.

*Cash flow risk*

The charity's activities expose it primarily to the financial risks of changes in interest rates.

*Credit risk*

The charity's principal financial assets are bank balances and cash, trade and other receivables, and investments. The charity's credit risk is primarily attributable to its trade receivables. The amounts presented in the balance sheet are net of allowances for doubtful receivables. An allowance for impairment is made where there is an identified loss event which, based on previous experience, is evidence of a reduction in the recoverability of the cash flows. The credit risk on liquid funds and derivative financial instruments is limited because the counterparties are banks with high credit-ratings assigned by international credit-rating agencies. The charity has no significant concentration of credit risk, with exposure spread over a large number of counterparties and customers.

*Liquidity risk*

In order to maintain liquidity to ensure that sufficient funds are available for ongoing operations and future developments, the charity uses a mixture of long-term and short-term cash deposits.

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## TRUSTEES' REPORT (INCLUDING DIRECTOR'S REPORT) (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2025*

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### Plans for future periods

- Focusing on the stability of the workforce. Recruitment to key roles is largely complete therefore our focus is shifting toward deepening staff engagement, improving retention, and fostering a workplace where everyone can thrive.
- Developing existing volunteers and plans to attract new volunteers is one of our commitments next year as set out in a new Strategy for Volunteers.
- Encouraging feedback and service improvement will be explored through our Lived Experience Forum, website feedback, HealthWatch feedback and compliments and complaints received.
- Expanding retail outlets with an enhanced team approach.
- Increasing referrals into the Day and Night Nursing service and continuing to promote our services with system partners.
- Improving access to our services.
- Our complementary therapy, occupational therapy and lymphoedema services all have new members in the team, which will strengthen the services and offer the development of new opportunities.
- Increasing our respite provision for patients with a neurological condition with the funds awarded from Hospice UK for a pilot.
- Having a clear Digital Transformation programme across the organisation for customer relationship management, finance, and volunteers.
- We are working with partners to standardise our data collection in clinical services
- We are working with partners to explore improved collaboration and future opportunities, including the identification and management of future risks.
- We are developing business plans in-line with strategic objectives with key performance indicators that will provide assurance.
- We will complete a number of business cases that will utilise reserves and whilst adhering to the 5-Year Strategic Plan.
- We are aware of the financial decisions that are made outside our control and that we must address given the fact that they have adversely impacted our financial position. That said, careful, prudent and considerate management has, and is, ensuring that the impact is curtailed, as far as possible, while retaining the scope and quality of our charitable services.
- Currently our reserves remain sound and stable; we have sufficient reserves to meet our statutory requirements and to fund identified essential improvement and development projects.
- In line with Charity Commission guidance and charity company best practice, we have subjected the management of our reserves to a competitive process to ensure they are working effectively. This has resulted in appointing a new finance consultant, who has a wealth of knowledge, expertise and experience in the charity sector investment. Although it is early days, initial indications are good.
- At the same time we have reviewed and revised our Finance and Income Generation and Investment policies to ensure that our finances are managed effectively, efficiently and economically while our investments are ethical and not exposed to unnecessary risks.
- We have embarked on our plan to move from annual budgeting to making a three-year rolling forecast offering a longer horizon over which to make financial decisions.
- Salary costs are our biggest expenditure by far. In setting the annual salary increase at 1% plus a quarterly pro-rata payment of £500, the Board of Trustee Directors are keenly aware of the pay rises in the sector, especially the NHS, and the need to strike a balance that Hospice at Home Carlisle and North Lakeland can afford.
- The annual salary increase of 1% with a pro-rata £500 payment paid quarterly will add £45,155 to salary costs in the upcoming fiscal year.
- The Minimum Wage: There are only 4 members of staff that require more than the 1% pay rise for all staff to meet the new minimum wage so the impact at £1,158.56 is minimal.
- National Insurance: After taking into account the additional Employment Allowance of £10,500, the full year cost of the National Insurance changes is £33,019.
- In addition, it is already evident that the essential utilities, products and services that we purchase are costing significantly more. This is likely to be a recurring trend.
- Although, currently we are solvent, unavoidable mounting cost pressures will continue to consume resources. To mitigate this our focus will be on successfully and sustainably generating more income in all its forms, but especially through retail and legacies.

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## TRUSTEES' REPORT (INCLUDING DIRECTOR'S REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

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### Structure, governance and management

#### *Nature of governing document*

The Company is constituted under a Memorandum of Association dated 1 April 2003 and is a registered charity, number 1095708. The principle object of the Company is to provide palliative and supportive care to persons suffering from any terminal illness in their own home.

The Directors of the Company are also Charity Trustees for the purpose of Charity Law and in the Company's Articles of Association are described as Trustees.

The trustees who served during the year were:

Mrs S Black	(Resigned 7 April 2025)
Mr D Claxton	
Mr M K Clementson	
Mr K Coulthard	
Mrs M A Drury	
Dr H A Dunning	
Mrs M Gray	
Mrs J S Lamb	
Prof S Reveley	
Mrs D J Shearer	
Rev D C Wood	
Mr J F Porter	(Appointed 1 October 2024)

#### *Recruitment and appointment of trustees*

The management of the company is the responsibility of the Trustees who are elected and co-opted under the terms of the Articles of Association. The maximum number of Trustees is 15 and the minimum is 3. At each annual general meeting one third of the Trustees for the time being or, if their number is not 3 or a multiple of 3, then the number nearest one third, shall retire from office. The Trustees to retire are those who have been longest in office since their last election.

A review of the Trustees' skills is carried out regularly and where a skill is not represented on the Board potential appointees are either approached to offer themselves for election or advertisements are placed in local newspapers and on the Charity website.

Decisions regarding the management of the Charity are taken at Board meetings which are held every 2 months. There are 4 sub-groups which report to the Board and these are Clinical Assurance, Workforce, Information Governance and Finance and Income Generation.

The Company Secretary and Chief Executive Officer attend Board meetings but neither has a vote. The Chief Executive Officer takes overall responsibility for leadership of the Charity.

In October 2025 three trustees will have completed nine years with the charity and will step down from their role in accordance with the Articles of Association (2024).

We said goodbye and thank you to **Susan Black** who retired in March 2025 after three years as a trustee.

**James Ferris Porter** was appointed as trustee on 1st October 2024 and approved by the AGM in October 2024.

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## TRUSTEES' REPORT (INCLUDING DIRECTOR'S REPORT) (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2025*

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### *Patrons and Ambassadors*

Hospice at Home is pleased to welcome a new Patron: **Sarah Dunning OBE DL**. Sarah is chair of Westmorland Limited – her second-generation family business which operates motorway services in Cumbria, Scotland and Gloucestershire, as well as Rheged and Junction 38 Truckstop. The business originally grew out of their hill farm in Cumbria and the business seeks to celebrate its local communities by working with local farmers and food producers. Sarah also sits on the Board of family business Timpson, Raby Estates and is a Trustee of Francis Scott Trust.

**Jane Hassell-McCosh LD** continues to actively support Hospice at Home; she hosted the Marmalade Festival at Dalemain in April which was a great success and this year celebrated its 20th anniversary. Jane was presented with the Order of the Rising Sun, Silver Rays by the government of Japan for welcoming Japanese visitors and their marmalade to Cumbria and for her support of a similar festival in Yawatahama City.

**Juliet Westoll MBE, LD** continues her valuable work as patron. Over many years Jane and Juliet have raised our profile nationally and internationally and raised a great deal of money through their fund-raising activities. We are extremely grateful for their loyalty and commitment and look forward to continue working together.

We welcomed **Ian Milburn** and **Nicola Irving** as Charity Ambassadors. Their involvement will help us extend our reach to local businesses and individuals in our locality, encouraging them to get involved in helping us make a positive difference to our patients.

We said goodbye and thank you to two patrons who retired in March 2025: **Claire Hensman CVO** who has been a Patron of Hospice at Home for 17 years and with us for several years before that. **Belinda Hill** produced a wonderful 'At Home in Cumbria' cookery book that includes over 100 recipes, many which have been created using products from local food producers and growers. All proceeds from the book go to Hospice at Home. We wish them both well.

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## TRUSTEES' REPORT (INCLUDING DIRECTOR'S REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

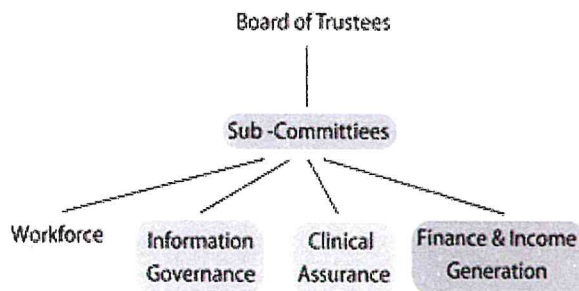
### Organisational structure

During the year we have continued to strengthen our governance processes, including reviewing and updating as appropriate policies, risk identification and management. We have strengthened governance by bringing finance and human resources together and continue to ensure regulatory and statutory compliance across all departments.

### Senior Team



### Committee Structure:



### Collaboration:

Hospice at Home is committed to working with key stakeholders for the benefit of patients, families and communities. We engage in various meetings that seek to promote and develop palliative and end-of-life care, examples include North Cumbria and North East Hospices collaborative, North Cumbria Hospices together, the North Cumbria Palliative and End of Life Care Partnership, which in 2023 our CEO took on the joint chairing of this group, and attendance at The Accident and Emergency Care Delivery Board.

### Induction and training of trustees

New Trustees attend a briefing session with the Chair and other officers which covers the aims of the Charity, Trustees' duties, the Charity constitution and financial position. It is enhanced by an induction manual produced by Hospice UK. Trustees attend training events as required and support can be accessed via Cumbria Council for Voluntary Services.

### Other matters

The policy for care staff is based on the remuneration of similar employees in the NHS using pre 18-19 NHS pay scales and inflated with costs of living increases. The policy for fundraising, office and administration staff is based on National Joint Council pay scales which are local government pay scales used in the voluntary sector.

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## TRUSTEES' REPORT (INCLUDING DIRECTOR'S REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

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### Statement of trustees' responsibilities

The trustees, who are also the directors of Hospice at Home Carlisle and North Lakeland for the purpose of company law, are responsible for preparing the Trustees' 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 charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

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;
- 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; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity 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 charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### Auditor

In accordance with the company's articles, a resolution proposing that Saint & Co. be reappointed as auditor of the company will be put at a General Meeting.

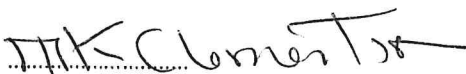
### Small Company Provisions

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

### Disclosure of information to auditor

Each of the trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditor is aware of such information.

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



Mr M K Clementson

Trustee

Date: 15<sup>th</sup> September 2025



Prof S Reveley

Trustee

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## INDEPENDENT AUDITOR'S REPORT

### TO THE MEMBERS OF HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

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#### Opinion

We have audited the financial statements of Hospice at Home Carlisle and North Lakeland (the 'charity') for the year ended 31 March 2025 which comprise the statement of financial activities, the statement of financial position, the statement of cash flows and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

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

#### Basis for opinion

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

#### Conclusions relating to going concern

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

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

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

#### Other information

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

#### Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of our audit:

- the information given in the trustees' report for the financial year for which the financial statements are prepared, which includes the directors' report prepared for the purposes of company law, is consistent with the financial statements; and
  - the directors' report included within the trustees' report has been prepared in accordance with applicable legal requirements.
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# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## INDEPENDENT AUDITOR'S REPORT (CONTINUED)

### TO THE MEMBERS OF HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

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#### **Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the trustees' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the trustees' report and from the requirement to prepare a strategic report.

#### **Responsibilities of trustees**

As explained more fully in the statement of trustees' responsibilities, the trustees, who are also the directors of the charity for the purpose of company law, are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

#### **Auditor's responsibilities for the audit of the financial statements**

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

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud.

The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## INDEPENDENT AUDITOR'S REPORT (CONTINUED)

### TO THE MEMBERS OF HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

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Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- the engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations;
- we identified the laws and regulations applicable to the charity through discussions with trustees and other management;
- we focused on specific laws and regulations which we considered may have a direct material effect on the financial statements or the operations of the charity;
- we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and inspecting legal correspondence; and
- identified laws and regulations were communicated within the audit team regularly and the team remained alert to instances of non-compliance throughout the audit.

We assessed the susceptibility of the charity's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud;
- to address the risk of fraud through management bias and override of controls, we:
  - performed analytical procedures to identify any unusual or unexpected relationships;
  - tested journal entries to identify unusual transactions;
  - assessed whether judgements and assumptions made in determining the accounting estimates set out in the accounting policies were indicative of potential bias; and
  - investigated the rationale behind significant or unusual transactions.

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

- agreeing financial statement disclosures to underlying supporting documentation;
- reading the minutes of meetings of those charged with governance;
- enquiring of management as to actual and potential litigation and claims; and
- reviewing correspondence with relevant regulators such as Charity Commission and the charity's legal advisors.

There are inherent limitations in our audit procedures described above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the directors and other management and the inspection of regulatory and legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

#### **Use of our report**

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

**HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

**INDEPENDENT AUDITOR'S REPORT (CONTINUED)**

**TO THE MEMBERS OF HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

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*S. Farrer*

**Stuart Farrer (Senior Statutory Auditor)**

For and on behalf of Saint & Co., Statutory Auditor

Chartered Accountants &

Sterling House

Wavell Drive

Rosehill

Carlisle

CA1 2SA

Date: 24.9.15

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2025

Current financial year

	Notes	Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £	Total 2024 £
<b><u>Income from:</u></b>					
Donations and legacies	3	932,857	65,945	998,802	1,415,993
Charitable activities	4	418,134	-	418,134	376,514
Fundraising trading	5	498,111	-	498,111	503,228
Investment income	6	36,737	-	36,737	35,895
<b>Total income</b>		<b>1,885,839</b>	<b>65,945</b>	<b>1,951,784</b>	<b>2,331,630</b>
<b><u>Expenditure on:</u></b>					
Raising funds					
Fundraising	7	299,583	-	299,583	424,863
Trading	7	252,931	-	252,931	288,488
Charitable activities	8	1,505,545	36,771	1,542,316	1,362,404
<b>Total expenditure</b>		<b>2,058,059</b>	<b>36,771</b>	<b>2,094,830</b>	<b>2,075,755</b>
Net gains/(losses) on investments	13	11,431	-	11,431	89,740
<b>Net movement in funds</b>		<b>(160,789)</b>	<b>29,174</b>	<b>(131,615)</b>	<b>345,615</b>
Fund balances at 1 April 2024		3,331,333	3,476	3,334,809	2,989,194
<b>Fund balances at 31 March 2025</b>		<b>3,170,544</b>	<b>32,650</b>	<b>3,203,194</b>	<b>3,334,809</b>

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

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

## HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

### STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

*FOR THE YEAR ENDED 31 MARCH 2025*

Prior financial year

	Notes	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
<b>Income from:</b>				
Donations and legacies	3	1,357,808	58,185	1,415,993
Charitable activities	4	376,514	-	376,514
Fundraising trading	5	503,228	-	503,228
Investment income	6	35,895	-	35,895
<b>Total income</b>		2,273,445	58,185	2,331,630
<b>Expenditure on:</b>				
Raising funds				
Fundraising	7	424,482	381	424,863
Trading	7	288,488	-	288,488
		712,970	381	713,351
Charitable activities	8	1,303,076	59,328	1,362,404
<b>Total expenditure</b>		2,016,046	59,709	2,075,755
Net gains/(losses) on investments	13	89,740	-	89,740
<b>Net movement in funds</b>		347,139	(1,524)	345,615
Fund balances at 1 April 2023		2,984,194	5,000	2,989,194
<b>Fund balances at 31 March 2024</b>		3,331,333	3,476	3,334,809

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

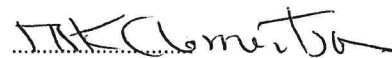
## STATEMENT OF FINANCIAL POSITION

AS AT 31 MARCH 2025

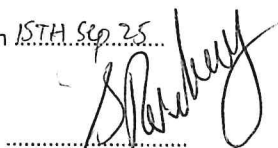
	Notes	2025		2024	
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	15		42,594		12,081
Investments	16		2,479,504		1,178,054
			<u>2,522,098</u>		<u>1,190,135</u>
<b>Current assets</b>					
Stocks	17	6,230		2,670	
Debtors	18	375,750		458,286	
Cash at bank and in hand		789,070		2,148,875	
		<u>1,171,050</u>		<u>2,609,831</u>	
<b>Creditors: amounts falling due within one year</b>	19	<u>(489,954)</u>		<u>(465,157)</u>	
<b>Net current assets</b>			<u>681,096</u>		<u>2,144,674</u>
<b>Total assets less current liabilities</b>			<u>3,203,194</u>		<u>3,334,809</u>
<b>Net assets excluding pension liability</b>			<u>3,203,194</u>		<u>3,334,809</u>
<b>The funds of the charity</b>					
Restricted income funds	22		32,650		3,476
Unrestricted funds			3,170,544		3,331,333
			<u>3,203,194</u>		<u>3,334,809</u>

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 15th Sep 25



Mr M K Clementson  
Trustee



Prof S Reveley  
Trustee

Company registration number 04609579 (England and Wales)

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 MARCH 2025

	Notes	2025 £	£	2024 £	£
<b>Cash flows from operating activities</b>					
Cash (absorbed by)/generated from operations	28		(68,530)		430,917
<b>Investing activities</b>					
Purchase of tangible fixed assets		(37,993)		(8,144)	
Purchase of investments		(1,290,019)		(20,160)	
Proceeds from disposal of investments		-		257,091	
Investment income received		36,737		35,895	
<b>Net cash (used in)/generated from investing activities</b>			(1,291,275)		264,682
<b>Net cash generated from financing activities</b>			-		-
<b>Net (decrease)/increase in cash and cash equivalents</b>			(1,359,805)		695,599
Cash and cash equivalents at beginning of year			2,148,875		1,453,276
<b>Cash and cash equivalents at end of year</b>			<u>789,070</u>		<u>2,148,875</u>

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2025

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### 1 Accounting policies

#### Charity information

Hospice at Home Carlisle and North Lakeland is a private company limited by guarantee incorporated in England and Wales. The registered office is Valley Court, Barras Lane Estate, Dalston, Carlisle, CA5 7NY.

The charity is limited by guarantee and consequently does not have share capital. Each of the members are liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

#### 1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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). The charity is a Public Benefit Entity as defined by FRS 102.

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 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 or grantors 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 Income

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.

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

### 1 Accounting policies

(Continued)

Income from fundraising events undertaken in the year is recognised when there is evidence of entitlement, receipt is probable and its amount can be measured reliably

Investment income from interest on deposit funds held is included when receivable and the amount can be measured reliably by the charity which is normally upon notification of the interest paid or payable by the bank.

#### 1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

#### 1.6 Tangible fixed assets

Individual fixed assets costing £1,000 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Leasehold improvements	20%-25% straight line
Office equipment	25% straight line
Motor vehicles	20% reducing balance

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

#### 1.7 Fixed asset investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

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### 1 Accounting policies

(Continued)

#### 1.8 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

#### 1.9 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

#### 1.10 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.

#### 1.11 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.

#### **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.

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

### 1 Accounting policies

(Continued)

#### *Derecognition of financial liabilities*

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

#### 1.12 Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

#### 1.13 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.

#### 1.14 Retirement benefits

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

### 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.

### 3 Income from donations and legacies

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
Donations and gifts	439,377	34,658	474,035	464,239	-	464,239
Legacies	460,261	-	460,261	860,063	-	860,063
Grants	5,264	31,287	36,551	11,000	58,185	69,185
Other	27,955	-	27,955	22,506	-	22,506
	<u>932,857</u>	<u>65,945</u>	<u>998,802</u>	<u>1,357,808</u>	<u>58,185</u>	<u>1,415,993</u>

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

### 3 Income from donations and legacies (Continued)

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
<b>Donations and gifts</b>						
In memorium	110,462	-	110,462	99,035	-	99,035
Personal	124,613	-	124,613	150,181	-	150,181
Organisations	82,802	-	82,802	91,762	-	91,762
Fundraising events	113,252	-	113,252	115,513	-	115,513
Other	8,247	34,658	42,905	7,748	-	7,748
	<u>439,377</u>	<u>34,658</u>	<u>474,035</u>	<u>464,239</u>	<u>-</u>	<u>464,239</u>
<b>Grants</b>						
Grants	5,264	-	5,264	11,000	58,185	69,185
Hospice UK	-	31,287	31,287	-	-	-
	<u>5,264</u>	<u>31,287</u>	<u>36,551</u>	<u>11,000</u>	<u>58,185</u>	<u>69,185</u>

### 4 Income from charitable activities

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
<b>Provision of care</b>		
Other income	<u>418,134</u>	<u>376,514</u>

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

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**5 Income from other trading activities**

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Non-charitable trading activities	15,572	16,684
Membership subscriptions and sponsorships	11,205	11,908
Fundraising events	157,643	114,751
Shop income	313,691	359,885
	<u>          </u>	<u>          </u>
Fundraising trading	498,111	503,228
	<u>          </u>	<u>          </u>

**6 Income from investments**

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Income from listed investments	-	13,069
Interest receivable	36,737	22,826
	<u>          </u>	<u>          </u>
	36,737	35,895
	<u>          </u>	<u>          </u>

## HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2025**

**7 Expenditure on raising funds**

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
<b>Fundraising</b>						
Seeking donations, grants and legacies	-	-	-	10,249	-	10,249
Other fundraising costs	38,548	-	38,548	42,600	-	42,600
Staff costs	192,987	-	192,987	200,577	-	200,577
Support costs	68,048	-	68,048	171,056	381	171,437
	<u>299,583</u>	<u>-</u>	<u>299,583</u>	<u>424,482</u>	<u>381</u>	<u>424,863</u>
<b>Trading</b>						
Operating trading company	104,108	-	104,108	96,359	-	96,359
Staff costs	110,077	-	110,077	140,885	-	140,885
Support costs	38,746	-	38,746	51,244	-	51,244
	<u>252,931</u>	<u>-</u>	<u>252,931</u>	<u>288,488</u>	<u>-</u>	<u>288,488</u>
<b>Total costs</b>	<u><u>552,514</u></u>	<u><u>-</u></u>	<u><u>552,514</u></u>	<u><u>712,970</u></u>	<u><u>381</u></u>	<u><u>713,351</u></u>

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

8 Expenditure on charitable activities

	Provision of care 2025 £	Provision of care 2024 £
<b>Direct costs</b>		
Staff costs	1,051,409	922,184
Nursing expenditure	30,234	36,275
Volunteer expenses	4,616	4,340
Respite project	-	10,132
	<u>1,086,259</u>	<u>972,931</u>
<b>Share of support and governance costs (see note 9)</b>		
Support	389,749	276,292
Governance	66,308	113,181
	<u>1,542,316</u>	<u>1,362,404</u>
<b>Analysis by fund</b>		
Unrestricted funds	1,505,545	1,303,076
Restricted funds	36,771	59,328
	<u>1,542,316</u>	<u>1,362,404</u>

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

### 9 Support costs allocated to activities

	2025	2024
	£	£
Staff costs	278,954	285,433
Depreciation	7,480	5,228
Insurance	22,130	21,404
Premises costs	44,326	53,399
Printing, postage & stationery	13,392	14,957
Equipment maintenance	23,470	61,536
Newsletter	4,806	11,160
Telephone	(5,174)	14,600
Publicity	5,846	3,374
Subscriptions	1,276	130
HR	15,645	8,969
Sundry	14,924	8,534
Governance costs	135,776	133,679
	<u>562,851</u>	<u>622,403</u>
<b>Analysed between:</b>		
Fundraising	106,794	232,930
Provision of care	456,057	389,473
	<u>562,851</u>	<u>622,403</u>

### Governance costs comprise:

	2025	2024
	£	£
Staff costs	64,467	58,941
Audit fees	6,555	4,200
Accountancy	47,714	1,800
Legal and professional	12,145	62,993
Trustee expenses	(105)	209
Share of support costs	5,000	5,536
	<u>135,776</u>	<u>133,679</u>

### 10 Net movement in funds

	2025	2024
	£	£
Net movement in funds is stated after charging/(crediting)		
Depreciation of owned tangible fixed assets	7,480	5,228
Operating lease charges	91,397	98,676
	<u>98,877</u>	<u>103,904</u>

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

### 11 Trustees

During the year ended 31 March 2025, no trustees (or any persons connected with them) received any remuneration or benefits from the charity.

During the year £nil (2024: £nil) was paid to trustees for reimbursement of travel costs.

### 12 Employees

The average monthly number of employees during the year was:

	2025 Number	2024 Number
Fundraising staff	5	9
Clinical staff	37	38
Trading staff	8	7
Housekeeping staff	-	1
Office staff	12	8
Total	62	63

#### Employment costs

	2025 £	2024 £
Wages and salaries	1,369,772	1,364,726
Social security costs	121,917	118,805
Other pension costs	72,131	73,442
	1,563,820	1,556,973

Termination payments totalling £7,573 (2024: £15,987) were made in the reporting period. This included £7,572.50 Ex-Gratia payment (2024: £6,058) and there is no payment related to payment in lieu of notice and holiday entitlement (2024: £9,929).

The number of employees whose annual remuneration was more than £60,000 is as follows:

	2025 Number	2024 Number
£80,001 - £90,000	1	1

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

### 12 Employees (Continued)

#### Remuneration of key management personnel

The remuneration of key management personnel was as follows:

	2025	2024
	£	£
Aggregate compensation	321,479	290,862
	<u>321,479</u>	<u>290,862</u>

### 13 Gains and losses on investments

	Unrestricted funds 2025	Unrestricted funds 2024
	£	£
Gains/(losses) arising on:		
Revaluation of investments	11,431	90,732
Sale of investments	-	(992)
	<u>11,431</u>	<u>89,740</u>

### 14 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

### 15 Tangible fixed assets

	Leasehold improvements	Office equipment	Motor vehicles	Total
	£	£	£	£
<b>Cost</b>				
At 1 April 2024	71,863	69,278	11,998	153,139
Additions	20,335	17,658	-	37,993
	<u>92,198</u>	<u>86,936</u>	<u>11,998</u>	<u>191,132</u>
<b>At 31 March 2025</b>	<u>92,198</u>	<u>86,936</u>	<u>11,998</u>	<u>191,132</u>
<b>Depreciation and impairment</b>				
At 1 April 2024	71,863	61,062	8,133	141,058
Depreciation charged in the year	661	6,046	773	7,480
	<u>72,524</u>	<u>67,108</u>	<u>8,906</u>	<u>148,538</u>
<b>At 31 March 2025</b>	<u>72,524</u>	<u>67,108</u>	<u>8,906</u>	<u>148,538</u>
<b>Carrying amount</b>				
At 31 March 2025	<u>19,674</u>	<u>19,828</u>	<u>3,092</u>	<u>42,594</u>
At 31 March 2024	<u>-</u>	<u>8,216</u>	<u>3,865</u>	<u>12,081</u>

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

### 16 Fixed asset investments

	Unlisted investments	Listed securities	Total
	£	£	£
<b>Cost or valuation</b>			
At 1 April 2024	-	1,178,054	1,178,054
Additions	1,040,019	250,000	1,290,019
Valuation changes	-	12,073	12,073
	<u>1,040,019</u>	<u>1,440,127</u>	<u>2,480,146</u>
At 31 March 2025	1,040,019	1,440,127	2,480,146
	<u>1,040,019</u>	<u>1,440,127</u>	<u>2,480,146</u>
<b>Carrying amount</b>			
At 31 March 2025	<u>1,040,019</u>	<u>1,440,127</u>	<u>2,480,146</u>
At 31 March 2024	<u>-</u>	<u>1,178,054</u>	<u>1,178,054</u>

### 17 Stocks

	2025	2024
	£	£
Raw materials and consumables	6,230	2,670
	<u>6,230</u>	<u>2,670</u>

### 18 Debtors

	2025	2024
	£	£
<b>Amounts falling due within one year:</b>		
Trade debtors	44,884	11,511
Other debtors	17,542	14,779
Prepayments and accrued income	313,324	431,996
	<u>375,750</u>	<u>458,286</u>

### 19 Creditors: amounts falling due within one year

	Notes	2025	2024
		£	£
Other taxation and social security		26,856	26,782
Deferred income	20	387,921	383,320
Trade creditors		33,029	16,364
Other creditors		14,017	7,185
Accruals		28,131	31,506
		<u>489,954</u>	<u>465,157</u>

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

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### 20 Deferred income

	2025	2024
	£	£
Other deferred income	387,921	383,320
	<u>387,921</u>	<u>383,320</u>

Deferred income is included in the financial statements as follows:

	2025	2024
	£	£
Deferred income is included within:		
Current liabilities	387,921	383,320
	<u>387,921</u>	<u>383,320</u>
Movements in the year:		
Deferred income at 1 April 2024	383,320	600
Released from previous periods	(383,320)	(600)
Resources deferred in the year	387,921	383,320
	<u>387,921</u>	<u>383,320</u>
Deferred income at 31 March 2025	387,921	383,320
	<u>387,921</u>	<u>383,320</u>

Deferred income relates to NHS grant income for 2025/2026.

### 21 Retirement benefit schemes

	2025	2024
	£	£
Defined contribution schemes		
Charge to profit or loss in respect of defined contribution schemes	70,346	70,632
	<u>70,346</u>	<u>70,632</u>

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

Contributions amounting to £7,438 (2024: £7,185) were payable to the scheme at balance sheet date and are included within other creditors.

## HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2025**

#### 22 Restricted funds

The restricted funds of the charity comprise the unexpended balances of donations and grants held on trust subject to specific conditions by donors as to how they may be used.

	At 1 April 2024	Incoming resources	Resources expended	Transfers	At 31 March 2025
	£	£	£	£	£
Restricted Fixed Assets Fund	-	-	(2,113)	31,287	29,174
Hospice UK	-	31,287	-	(31,287)	-
Screwfix Foundation	3,476	-	-	-	3,476
The February Foundation	-	5,900	(5,900)	-	-
Hadfield Trust	-	5,000	(5,000)	-	-
Albert Hunt	-	15,000	(15,000)	-	-
Electricity North West	-	5,000	(5,000)	-	-
Medicash	-	3,758	(3,758)	-	-
	<u>3,476</u>	<u>65,945</u>	<u>(36,771)</u>	<u>-</u>	<u>32,650</u>

Previous year:	At 1 April 2023	Incoming resources	Resources expended	Transfers	At 31 March 2024
	£	£	£	£	£
Mulberry Trust	-	20,000	(20,000)	-	-
Screwfix Foundation	5,000	-	(1,524)	-	3,476
The February Foundation	-	4,885	(4,885)	-	-
St James Place	-	2,500	(2,500)	-	-
Hadfield Trust	-	5,000	(5,000)	-	-
Albert Hunt	-	15,000	(15,000)	-	-
EC Graham	-	6,000	(6,000)	-	-
The Jane Hodge Foundation	-	4,800	(4,800)	-	-
	<u>5,000</u>	<u>58,185</u>	<u>(59,709)</u>	<u>-</u>	<u>3,476</u>

#### 23 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 April 2024	Incoming resources	Resources Gains and losses expended	£	At 31 March 2025
	£	£	£	£	£
General funds	3,331,333	1,885,839	(2,058,059)	11,431	3,170,544
	<u>3,331,333</u>	<u>1,885,839</u>	<u>(2,058,059)</u>	<u>11,431</u>	<u>3,170,544</u>

## HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2025**

23	(Continued)				
Unrestricted funds	At 1 April 2023	Incoming resources	Resources expended	Gains and losses	At 31 March 2024
Previous year:	£	£	£	£	£
General funds	2,984,194	2,273,445	(2,016,046)	89,740	3,331,333
	<u>2,984,194</u>	<u>2,273,445</u>	<u>(2,016,046)</u>	<u>89,740</u>	<u>3,331,333</u>
24	Analysis of net assets between funds				
	Unrestricted funds	Restricted funds	Total		
	2025	2025	2025		
	£	£	£		
<b>At 31 March 2025:</b>					
Tangible assets	13,420	29,174	42,594		
Investments	2,479,504	-	2,479,504		
Current assets/(liabilities)	677,620	3,476	681,096		
	<u>3,170,544</u>	<u>32,650</u>	<u>3,203,194</u>		
	<u>3,170,544</u>	<u>32,650</u>	<u>3,203,194</u>		
	Unrestricted funds	Restricted funds	Total		
	2024	2024	2024		
	£	£	£		
<b>At 31 March 2024:</b>					
Tangible assets	12,081	-	12,081		
Investments	1,178,054	-	1,178,054		
Current assets/(liabilities)	2,141,198	3,476	2,144,674		
	<u>3,331,333</u>	<u>3,476</u>	<u>3,334,809</u>		
	<u>3,331,333</u>	<u>3,476</u>	<u>3,334,809</u>		

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

### 25 Operating lease commitments

#### Lessee

Operating lease payments represent rentals payable by the charity for its properties, equipment and vehicles.

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:

	2025 £	2024 £
Within one year	91,741	66,645
Between two and five years	139,435	19,566
	<u>231,176</u>	<u>86,211</u>

### 26 Related party transactions

#### Transactions with related parties

During the year the charity entered into the following transactions with related parties:

Trustees' liability amounting to £2,169 and Entity legal liability (including professional indemnity) insurance amounting to £1,205 (£2024: Trustees' indemnity insurance amounting to £500) was paid by the charity during the year.

### 27 Analysis of changes in net funds

The charity had no material debt during the year.

## HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

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28 Cash generated from operations	2025	2024
	£	£
(Deficit)/surplus for the year	(131,615)	345,615
Adjustments for:		
Investment income recognised in statement of financial activities	(36,737)	(35,895)
(Gain)/loss on disposal of investments	-	992
Fair value gains and losses on investments	(11,431)	(90,732)
Depreciation and impairment of tangible fixed assets	7,480	5,228
Movements in working capital:		
(Increase)/decrease in stocks	(3,560)	2,079
Decrease/(increase) in debtors	82,536	(127,157)
Increase/(decrease) in creditors	20,196	(51,933)
Increase in deferred income	4,601	382,720
<b>Cash (absorbed by)/generated from operations</b>	<b>(68,530)</b>	<b>430,917</b>

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**HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

England & Wales - Charity number 1095708

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# Accounts

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Charity registration number 1095708

Company registration number 04609579 (England and Wales)

**HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

**ANNUAL REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2024**



# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Trustees</b>	Mrs S Black Mr D Claxton Mr M K Clementson Mr K Coulthard Mrs M A Drury Dr H A Dunning Mrs M Gray Mrs J S Lamb Prof S Reveley Mrs D J Shearer Rev D C Wood
<b>Chief Executive Officer</b>	Mrs D McKenna
<b>Secretary</b>	Mrs L Robinson
<b>Charity number</b>	1095708
<b>Company number</b>	04609579
<b>Registered office</b>	Valley Court Barras Lane Dalston Carlisle CA5 7NY
<b>Auditor</b>	Saint & Co. Sterling House Wavell Drive Rosehill Carlisle CA1 2SA
<b>Bankers</b>	Lloyds Bank plc 5-6 King Street Penrith CA11 7AP
<b>Solicitors</b>	Cartmell Shepherd Solicitors Cartmell Shepherd Bishop Yards Penrith Cumbria CA11 7XS
<b>Investment advisors</b>	Arc Eden Limited 1c Wavell Drive Rosehill Carlisle CA1 2ST

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# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

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# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2024

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The trustees present their annual report and financial statements for the year ended 31 March 2024.

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)" (effective 1 January 2019).

### Objectives and activities

#### *Objectives and aims*

As stated in the charity's Articles of Association, the Charity's objects are restricted specifically, [in each case] only for the public benefit to relieve the suffering of, and provide palliative and supportive care to persons suffering from a terminal illness or from any other physical or mental infirmity, disability or disease by the establishment and provision of domiciliary and supportive care, day care, residential care and in such other ways as the trustees shall from time to time think fit.

The charity provides clinical services in patients' homes, specifically palliative and end of life nursing care, bereavement, and family support, lymphoedema management, occupational and complementary therapies.

This provision is achieved by providing specially trained clinicians who complement the services provided by District Nurses, General Practitioners and Macmillan Nurses, thus making the "staying at home" option a realistic one. Services are open to all palliative and end of life patients regardless of their age, address (within our clinical boundaries), end-stage illness or financial circumstances. The service is free to the patients and their families.

The charity delivers its objects by:

- Improving patient care for as long as possible by giving a realistic choice to those who wish to die at home and supporting patients and their families in their decisions - making.
- Ensuring a skilled clinical workforce that encompasses best practice and complements the work of primary health care teams and specialist services.
- Providing high quality nursing care and support that meets the needs of the patient, their relatives and carers and which is free at the point of need.
- Engaging with, and developing partnerships with statutory and voluntary organisations.
- Developing a funding strategy to deliver the charity's objects.
- Aligning the administrative function of the charity to support clinical services.
- Delivering clinical services as determined by patient need and national and local imperatives within the strategic financial plan.

#### *Strategies for achieving aims and objectives*

##### **Palliative Care Development**

Palliative care is defined by the World Health Organisation as an approach that improves the quality of life of patients and their families who are facing problems associated with life-limiting illness, usually progressive. It prevents and relieves suffering through the early identification, correct assessment and treatment of pain and other problems whether physical, psychosocial and spiritual.

Palliative care also helps those receiving care, families and carers deal with emotional, spiritual or practical issues arising from the illness. People of all ages can benefit from palliative care at all stages of their illness.

##### **End-of-Life (EoL) care**

People who are likely to die within the next twelve months are "approaching the end of life". This also considers people whose death is likely to be imminent in the next few days or hours. The General Medical Council defines people approaching the end of life as being those with:

- advanced progressive, incurable conditions;
- general frailty and coexisting conditions that mean they are expected to die within twelve months;
- existing conditions if they are at risk of dying from a sudden crisis in their condition;
- life-threatening acute conditions caused by sudden catastrophic events.

**HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**  
**TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)**  
***FOR THE YEAR ENDED 31 MARCH 2024***

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*Public benefit*

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

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

FOR THE YEAR ENDED 31 MARCH 2024

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### Achievements and performance

#### *Significant activities and achievements against objectives*

The annual business plan which supports the 3 year strategy (April 1st 2021 to March 31st 2024) set out the intentions for the organisation and the following outlines some of the achievements this financial year.

At the Annual General Meeting (AGM) in October 2023 we celebrated our long serving employees and acknowledged the many volunteers who have served the charity for many years, it was lovely to see so many of them attend. It was heart-warming to hear the stories about our staffs' journeys in their professional careers and we value having such a committed, compassionate and caring team.

This year has seen the growth of our day and night nursing service, which has enabled us to deliver more care hours than the previous year, 22-23 was equivalent to 374 days and 23-24 was equivalent to 492 days. We have also increased hours in our bereavement service and there has been successful development of support groups in the community. All our other services have continued with service improvements and the delivery of excellent care.

Hospice at Home is committed to staff development: in our finance team, we have had success with 3 staff completing their AAT (The Association of Accounting Technicians) qualifications to level 2 and 3. We also have student councillors in the bereavement team and a healthcare assistant completing her trainee nurse associate role; new modules have been added to staff mandatory training and external training for our fundraising and marketing department.

It has been an exciting year for our retail team, the success of the Brampton bookshop has led to the expansion of a novel gift shop next door, the feedback from both volunteers and the public has been very encouraging and is well supported. These innovative developments are helping to navigate a challenging time for charity retail where nationally there has been a 30% decrease in income along with rising expenditure.

We have been fortunate to be awarded the support of Pilot Light 360 which is a charity that enhances other charities by partnering them with support from individuals with relevant expertise. This initiative will ensure our continuous improvement in the quality and support our strategic development, ensuring we use our donations to the maximum. This is at the forefront of our minds as we navigate through very challenging financial times.

We continue to engage with partners in the newly formed Integrated Care Board and Place and with both Local Authorities in our geographical area, Cumberland and Westmorland and Furness Councils with a view to improve the response and care provided for our local community.

In June we engaged with Carlisle College's very first "Give a Day - Apprentice Take Over Day 2023". The college offered to support three charities for the day including our Court Yard Garden. Apprentices give their time and work to improve the space with our corporate fundraiser working with local businesses to support resources for the project.

Our garden is normally maintained by staff (in their own time) and our wonderful volunteers. However, following a harsh winter and the knock on effects of being untouched during the pandemic we have found ourselves in need of some extra help. There are so many mental wellness benefits associated with being outdoors, such as relieving stress and anxiety and we are extremely grateful to "Give a Day - Apprentice Take Over" for lending a hand and transforming our outdoor space.

Re-vamp of the Courtyard Garden will enable our bereavement support team to return to use the natural space outside which can have a significant impact on individual's mental health, helping to reduce stress, anxiety and depression, thus improving general psychological well-being. Our staff members' well-being is equally important and the space will also be utilised by all Hospice at Home team members.

The hospices in North Cumbria identified the need to improve connections with members of our community who don't have English as a 1st language. We are aware that there are communities who don't know about, and therefore don't access our services. Hospice at Home Carlisle and North Lakeland, Eden Valley Hospice and Jigsaw Cumbria's Children's Hospice and Hospice at Home West Cumbria have worked together to consider how we can collaboratively develop those improved relationships and promote better understanding. A successful bid for one-off funding from NHS England has facilitated work around this, including the attendance at the Culture Bazaar 2023 and installation of the ReciteMe tool on our website.

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

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

*FOR THE YEAR ENDED 31 MARCH 2024*

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This year our website has been updated to reflect our clinical offer, increasing our profile with the public and encouraging people to self-refer as most referrals continue to come from health professionals.

We welcome new Befrienders to our team who offer support to local people for many different reasons enabling them to reach agreed set goals.

We also welcome the opportunity to jointly lead the local End-of-Life Care partnership, which is being chaired by three hospice organisations with the aim of developing a strategy and delivery plan to improve care locally.

Continued improvement is something Hospice at Home values and this year we commissioned a Healthwatch 360 review involving service users, partners, staff and the public. The feedback report and recommendations will lead to the development of an action plan for us to work with in the coming year.

We are extremely grateful for all support received which comes in many forms and includes our business partners who have increased from 47 to 51 during this last year. We aim to build on these partnerships in the coming year.

Apogee	Eddie Wannop Ltd	More Handles Limited
Appleby Creamery Ltd	Eden Housing Association	Nilfisk Limited
Arc Eden Ltd	George Hudson	North Lakes Glass Ltd
Armstrong Watson LLP	Hather Financial Services	Orton Grange Café & Gifts
Atkinsons Building Contractors	Integrity Office Ltd	Peter Tyson
Burbush of Penrith	Jill Glencross Independent Funeral Directors	Pioneer Foods Ltd
Burnetts Solicitors	John Norris of Penrith	Richardson Funeral Directors
Carigiet Cowen Ltd	John Richardson & Son Ltd	Story Homes Ltd
Carlisle Racecourse	Lakes Estates	Tech 4 Office Equipment
Carlisle Refrigeration Limited	Larch Cottage Nurseries	The Toffee Shop
Carlisle United Football Club	Lease Your New Car	Thomas Graham & Sons Ltd
Cartmell Shepherd Limited	Limited Genevieve	Trade Copiers
Cranstons Ltd	Lloyd Jaguar Land Rover	Ullswater Steamer
Cubby Construction Limited	Logic Business Systems Ltd	Used Cars 4 Less
Cumberland Building Society	Lowther Castle & Gardens	Waitings Ltd
David Allen	McKnight & Son Builders Ltd	Wm Armstrong (Longtown) Ltd
Dodd & Co	McVities Group	

Our marketing and Communication team will continue to raise the profile of the charity and look for new opportunities such as the use of QR codes for donations. The use of our website and social media provides information with regards to the valuable clinical work we provide and also market events. The website also provides an opportunity for service user feedback which supports improving the quality of the care we give and we aim to actively seek more feedback in the coming year from several different avenues.

### *Fundraising performance*

The charity is registered with the Fundraising regulator, the voluntary independent regulator of charitable fundraising in the UK. Hospice at Home follows their code of practice which ensures that fundraising is respectful, open, honest and accountable to the public. The charity will continue to adhere to all regulations governing fundraising and follow any best practice guidelines that are issued to ensure positive relations are maintained with the generous local people who support us.

The fundraising department always aims for the highest standards in fundraising and organise an annual plan which aims to meet the expenditure requirements within the financial plan.

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

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

FOR THE YEAR ENDED 31 MARCH 2024

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### Financial review

The accounts show net surplus for the year of £242,806 before taking into account the gain on investment. After accounting for the gain on investment in the year, the net movement in funds was a surplus of £345,615. The results for the previous year showed a deficit of £94,708 and after the loss on the investment the deficit was £159,022.

Income levels increased in the current year and this included increased income in legacies. The legacy income received in the year amounted to £860,063 (2023: £274,122) Expenditure levels were higher in the year ended 31 March 2024 than the previous year with costs being closely monitored. Without this level of legacy income the charity would have generated a loss for the year.

### *Reserves policy*

As at 31 March 2024, the charity held total reserves of £3,334,809 which included restricted funds of £3,476 and unrestricted funds of £3,331,333.

The unrestricted fund includes fixed assets of £12,081 leaving free reserves of £3,319,252.

The Trustees have determined free reserves should be at least equivalent to the greater of 6 months budgeted costs or the potential close down costs. This has been calculated to be almost £1,038,000. An equivalent sum should be kept in cash reserves separate from other funds and reviewed annually once a new budget has been approved by the Trustees at the accounting date. Reserves exceeded this criteria at the year end however there is expenditure budgeted for the next year as part of the development strategy of the charity which will reduce the reserves. Funds required for the day to day running costs, based on the annual budget, should be kept in the company's bank current account and any instant access account with an institution governed by the financial services compensation scheme (F.S.C.S).

Any other funds not required for the day to day running costs are to be invested in individual UK based institutions covered by the F.S.C.S. or into funds managed on an advisory basis by Arc Eden. The criteria we use to invest in are medium risk investments. There was a gain on the investments in the year ended 31 March 2024 of £102,809 (2023: loss of £64,314). Transfers out of managed funds can be made by the Finance and Income Generation Committee but further investments into managed funds are by recommendation of the Finance and Income Generation Committee to the Board.

### *Principal funding sources*

The Charity received financial support from the Clinical Commissioning Group (CCG) devolved from the NHS in the year. This contribution to costs gives confidence against a background of the very welcome voluntary support. The charity is profoundly grateful to all in the community for the excellent support received.

Another form of funding are legacies which the charity receives from supporters, although this source of income is not guaranteed.

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

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

FOR THE YEAR ENDED 31 MARCH 2024

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### *Major risks*

The Trustees have assessed the major risks to which the Company is exposed, including in particular those related to the operations and finance of the Company. This is done through a Corporate Risk Register on a bi-monthly basis. Trustees are satisfied that systems and procedures are in place to mitigate exposure to the major risks.

### *Objectives and policies*

The charity's activities expose it to a number of financial risks including credit risk, cash flow risk and liquidity risk.

### *Cash flow risk*

The charity's activities expose it primarily to the financial risks of changes in interest rates.

### *Credit risk*

The charity's principal financial assets are bank balances and cash, trade and other receivables, and investments. The charity's credit risk is primarily attributable to its trade receivables. The amounts presented in the balance sheet are net of allowances for doubtful receivables. An allowance for impairment is made where there is an identified loss event which, based on previous experience, is evidence of a reduction in the recoverability of the cash flows. The credit risk on liquid funds and derivative financial instruments is limited because the counterparties are banks with high credit-ratings assigned by international credit-rating agencies. The charity has no significant concentration of credit risk, with exposure spread over a large number of counterparties and customers.

### *Liquidity risk*

In order to maintain liquidity to ensure that sufficient funds are available for ongoing operations and future developments, the charity uses a mixture of long-term and short-term cash deposits.

### **Plans for future periods**

Over the coming year we aim for the charities continued growth both clinically and in fundraising, exploring new opportunities whilst also being mindful of the existing financial pressures on the UK health system and the impact cost efficiencies place on it.

The development for existing volunteers, our appreciation of and plans to attract new volunteers is one of our commitments next year.

Encouraging feedback and service improvement will be explored through the start of our Lived Experience Forum.

Expanding retail with an enhanced team approach.

We aim, now that we have grown our day and night nursing team, to increase the referrals into the service and promote our services with system partners. Our complementary therapy, occupational therapy and lymphoedema services all have new members in the team which will strengthen the services and offer the development of new opportunities.

For the coming year we will be developing our next strategy and business plan in consultation internally and externally and strengthening our infrastructure.

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

#### *Nature of governing document*

The Company is constituted under a Memorandum of Association dated 1 April 2003 and is a registered charity, number 1095708. The principle object of the Company is to provide palliative and supportive care to persons suffering from any terminal illness in their own home.

The Directors of the Company are also Charity Trustees for the purpose of Charity Law and in the Company's Articles of Association are described as Trustees.

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# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

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

*FOR THE YEAR ENDED 31 MARCH 2024*

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The trustees who served during the year were:

Mrs S Black  
Mr D Claxton  
Mr M K Clementson  
Mr K Coulthard  
Mrs M A Drury  
Dr H A Dunning  
Mrs M Gray  
Mrs J S Lamb  
Prof S Reveley  
Mrs D J Shearer  
Rev D C Wood

### *Recruitment and appointment of trustees*

The management of the company is the responsibility of the Trustees who are elected and co-opted under the terms of the Articles of Association. The maximum number of Trustees is 15 and the minimum is 3. At each annual general meeting one third of the Trustees for the time being or, if their number is not 3 or a multiple of 3, then the number nearest one third, shall retire from office. The Trustees to retire are those who have been longest in office since their last election.

A review of the Trustees' skills is carried out regularly and where a skill is not represented on the Board potential appointees are either approached to offer themselves for election or advertisements are placed in local newspapers and on the Charity website.

Decisions regarding the management of the Charity are taken at Board meetings which are held every 2 months. There are 4 sub-groups which report to the Board and these are Clinical Assurance, Workforce, Health & Safety and Finance and Income Generation.

The Company Secretary and Chief Executive Officer attend Board meetings but neither has a vote. The Chief Executive Officer takes overall responsibility for leadership of the Charity.

Hospice at Home is delighted to welcome a new chair of the board of trustees, Professor Shirley Reveley, Emeritus Professor of Nursing, The Open University and Honorary Fellow/ Visiting Research. Shirley has been involved with our charity since 2014 and been a trustee for the last 3 years, Shirley brings extensive experience in teaching health care professionals, research and development in advanced nursing practice and management experience. Shirley also has experience of being a board member for other organisations and been a non-executive member on several boards. Shirley is committed to the continued success of the charity and effectively leading the Board.

### *Induction and training of trustees*

New Trustees attend a briefing session with the Chair and other officers which covers the aims of the Charity, Trustees' duties, the Charity constitution and financial position. It is enhanced by an induction manual produced by Hospice UK. Trustees attend training events as required and support can be accessed via Cumbria Council for Voluntary Services.

### *Arrangements for setting key management personnel remuneration*

The policy for care staff is based on the remuneration of similar employees in the NHS using pre 18-19 NHS pay scales and inflated with costs of living increases. The policy for fundraising, office and administration staff is based on National Joint Council pay scales which are local government pay scales used in the voluntary sector.

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

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

FOR THE YEAR ENDED 31 MARCH 2024

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### Statement of trustees' responsibilities

The trustees, who are also the directors of Hospice at Home Carlisle and North Lakeland for the purpose of company law, are responsible for preparing the Trustees' 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 charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

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;
- 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; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity 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 charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### Auditor

In accordance with the company's articles, a resolution proposing that Saint & Co. be reappointed as auditor of the company will be put at a General Meeting.

### Small Company Provisions

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

### Disclosure of information to auditor

Each of the trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditor is aware of such information.

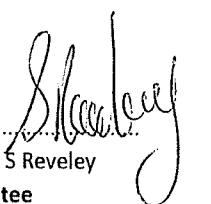
The trustees' report was approved by the Board of Trustees.

.....  


Mr M K Clementson

Trustee

Date: 19<sup>th</sup> Sept '24

.....  


Prof S Reveley

Trustee

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## INDEPENDENT AUDITOR'S REPORT

### TO THE MEMBERS OF HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

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#### Opinion

We have audited the financial statements of Hospice at Home Carlisle and North Lakeland (the 'charity') for the year ended 31 March 2024 which comprise the statement of financial activities, the statement of financial position, the statement of cash flows and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

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

#### Basis for opinion

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

#### Conclusions relating to going concern

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

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

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

#### Other information

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

#### Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of our audit:

- the information given in the trustees' report for the financial year for which the financial statements are prepared, which includes the directors' report prepared for the purposes of company law, is consistent with the financial statements; and
  - the directors' report included within the trustees' report has been prepared in accordance with applicable legal requirements.
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# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## INDEPENDENT AUDITOR'S REPORT (CONTINUED)

### TO THE MEMBERS OF HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

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#### **Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the trustees' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the trustees' report and from the requirement to prepare a strategic report.

#### **Responsibilities of trustees**

As explained more fully in the statement of trustees' responsibilities, the trustees, who are also the directors of the charity for the purpose of company law, are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

#### **Auditor's responsibilities for the audit of the financial statements**

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

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud.

The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## INDEPENDENT AUDITOR'S REPORT (CONTINUED)

### TO THE MEMBERS OF HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

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Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- the engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations;
- we identified the laws and regulations applicable to the charity through discussions with trustees and other management;
- we focused on specific laws and regulations which we considered may have a direct material effect on the financial statements or the operations of the charity;
- we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and inspecting legal correspondence; and
- identified laws and regulations were communicated within the audit team regularly and the team remained alert to instances of non-compliance throughout the audit.

We assessed the susceptibility of the charity's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud;
- to address the risk of fraud through management bias and override of controls, we:
  - performed analytical procedures to identify any unusual or unexpected relationships;
  - tested journal entries to identify unusual transactions;
  - assessed whether judgements and assumptions made in determining the accounting estimates set out in the accounting policies were indicative of potential bias; and
  - investigated the rationale behind significant or unusual transactions.

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

- agreeing financial statement disclosures to underlying supporting documentation;
- reading the minutes of meetings of those charged with governance;
- enquiring of management as to actual and potential litigation and claims; and
- reviewing correspondence with relevant regulators such as Charity Commission and the charity's legal advisors.

There are inherent limitations in our audit procedures described above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the directors and other management and the inspection of regulatory and legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

#### **Use of our report**

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

**HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

**INDEPENDENT AUDITOR'S REPORT (CONTINUED)**

**TO THE MEMBERS OF HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

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Stuart Farrer (Senior Statutory Auditor)  
for and on behalf of Saint & Co.

*S. Farrer*

*23.9.24*

Chartered Accountants &  
Statutory Auditor

Sterling House  
Wavell Drive  
Rosehill  
Carlisle  
CA1 2SA

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2024

Current financial year		Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Total 2023 £
	Notes				
<b><u>Income from:</u></b>					
Donations and legacies	3	1,357,808	58,185	1,415,993	779,759
Charitable activities	4	376,514	-	376,514	373,328
Fundraising trading	5	503,228	-	503,228	514,887
Investment income	6	35,895	-	35,895	11,814
<b>Total income</b>		<b>2,273,445</b>	<b>58,185</b>	<b>2,331,630</b>	<b>1,679,788</b>
<b><u>Expenditure on:</u></b>					
Raising funds					
Fundraising	7	424,482	381	424,863	275,825
Trading	7	288,488	-	288,488	221,385
Charitable activities	8	1,303,076	59,328	1,362,404	1,277,286
<b>Total expenditure</b>		<b>2,016,046</b>	<b>59,709</b>	<b>2,075,755</b>	<b>1,774,496</b>
Net gains/(losses) on investments	13	89,740	-	89,740	(64,314)
<b>Net movement in funds</b>		<b>347,139</b>	<b>(1,524)</b>	<b>345,615</b>	<b>(159,022)</b>
<b>Net movement in funds</b>		<b>347,139</b>	<b>(1,524)</b>	<b>345,615</b>	<b>(159,022)</b>
Fund balances at 1 April 2023		2,984,194	5,000	2,989,194	3,148,216
<b>Fund balances at 31 March 2024</b>		<b>3,331,333</b>	<b>3,476</b>	<b>3,334,809</b>	<b>2,989,194</b>

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

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

## HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

### STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

*FOR THE YEAR ENDED 31 MARCH 2024*

Prior financial year

		Unrestricted funds 2023 £	Restricted funds 2023 £	Endowment funds 2023 £	Total 2023 £
	Notes				
<b><u>Income from:</u></b>					
Donations and legacies	3	746,477	33,282	-	779,759
Charitable activities	4	373,328	-	-	373,328
Fundraising trading	5	514,887	-	-	514,887
Investment income	6	11,814	-	-	11,814
<b>Total income</b>		1,646,506	33,282	-	1,679,788
<b><u>Expenditure on:</u></b>					
Raising funds					
Fundraising	7	275,825	-	-	275,825
Trading	7	221,385	-	-	221,385
		497,210	-	-	497,210
Charitable activities	8	1,249,004	28,282	-	1,277,286
<b>Total expenditure</b>		1,746,214	28,282	-	1,774,496
Net gains/(losses) on investments	13	(64,314)	-	-	(64,314)
Gross transfers between funds		325	-	(325)	-
<b>Net movement in funds</b>		(163,697)	5,000	(325)	(159,022)
Fund balances at 1 April 2022		3,147,891	-	325	3,148,216
<b>Fund balances at 31 March 2023</b>		2,984,194	5,000	-	2,989,194

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

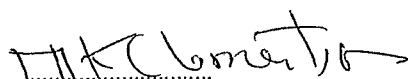
## STATEMENT OF FINANCIAL POSITION

AS AT 31 MARCH 2024

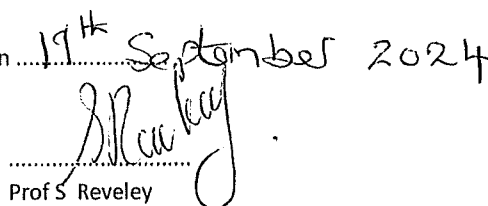
	Notes	2024		2023	
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	15		12,081		9,164
Investments	16		1,178,054		1,325,245
			<u>1,190,135</u>		<u>1,334,409</u>
<b>Current assets</b>					
Stocks	17	2,670		4,749	
Debtors	18	458,286		331,129	
Cash at bank and in hand		2,148,875		1,453,276	
		<u>2,609,831</u>		<u>1,789,154</u>	
<b>Creditors: amounts falling due within one year</b>	19	<u>(465,157)</u>		<u>(134,369)</u>	
<b>Net current assets</b>			<u>2,144,674</u>		<u>1,654,785</u>
<b>Total assets less current liabilities</b>			<u>3,334,809</u>		<u>2,989,194</u>
<b>Net assets excluding pension liability</b>			<u>3,334,809</u>		<u>2,989,194</u>
<b>The funds of the charity</b>					
Restricted income funds	22		3,476		5,000
Unrestricted funds			3,331,333		2,984,194
			<u>3,334,809</u>		<u>2,989,194</u>

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 19<sup>th</sup> September 2024



Mr M K Clementson  
Trustee



Prof S Reveley  
Trustee

Company registration number 04609579 (England and Wales)

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2024

	Notes	2024 £	£	2023 £	£
<b>Cash flows from operating activities</b>					
Cash generated from operations	28		430,917		52,910
<b>Investing activities</b>					
Purchase of tangible fixed assets		(8,144)		(1,258)	
Purchase of investments		(20,160)		(400,000)	
Proceeds from disposal of investments		257,091		-	
Investment income received		35,895		11,814	
<b>Net cash generated from/(used in) investing activities</b>			264,682		(389,444)
<b>Net cash used in financing activities</b>			-		-
<b>Net increase/(decrease) in cash and cash equivalents</b>			695,599		(336,534)
Cash and cash equivalents at beginning of year			1,453,276		1,789,810
<b>Cash and cash equivalents at end of year</b>			<u>2,148,875</u>		<u>1,453,276</u>

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2024

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### 1 Accounting policies

#### Charity information

Hospice at Home Carlisle and North Lakeland is a private company limited by guarantee incorporated in England and Wales. The registered office is Valley Court, Barras Lane Estate, Dalston, Carlisle, CA5 7NY.

The charity is limited by guarantee and consequently does not have share capital. Each of the members are liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

#### 1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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). The charity is a Public Benefit Entity as defined by FRS 102.

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 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 or grantors 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 Income

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.

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

---

### 1 Accounting policies

(Continued)

Income from fundraising events undertaken in the year is recognised when there is evidence of entitlement, receipt is probable and its amount can be measured reliably

Investment income from interest on deposit funds held is included when receivable and the amount can be measured reliably by the charity which is normally upon notification of the interest paid or payable by the bank.

#### 1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

#### 1.6 Tangible fixed assets

Individual fixed assets costing £1,000 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Leasehold improvements	20% straight line
Office equipment	25% straight line
Motor vehicles	20% reducing balance

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

#### 1.7 Fixed asset investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

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**1 Accounting policies** **(Continued)**

**1.8 Impairment of fixed assets**

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

**1.9 Stocks**

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

**1.10 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.

**1.11 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.

***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.

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

### 1 Accounting policies (Continued)

#### *Derecognition of financial liabilities*

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

#### 1.12 Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

#### 1.13 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.

#### 1.14 Retirement benefits

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

### 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.

### 3 Income from donations and legacies

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
Donations and gifts	464,239	-	464,239	409,844	-	409,844
Legacies receivable	860,063	-	860,063	274,122	-	274,122
Grants	11,000	58,185	69,185	39,667	33,282	72,949
Other	22,506	-	22,506	22,844	-	22,844
	<u>1,357,808</u>	<u>58,185</u>	<u>1,415,993</u>	<u>746,477</u>	<u>33,282</u>	<u>779,759</u>

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

### 3 Income from donations and legacies (Continued)

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
<b>Donations and gifts</b>						
In memorium	99,035	-	99,035	101,532	-	101,532
Personal	150,181	-	150,181	132,423	-	132,423
Organisations	91,762	-	91,762	69,733	-	69,733
Fundraising events	115,513	-	115,513	106,156	-	106,156
Other	7,748	-	7,748	-	-	-
	<u>464,239</u>	<u>-</u>	<u>464,239</u>	<u>409,844</u>	<u>-</u>	<u>409,844</u>
<b>Grants receivable for core activities</b>						
Grants	11,000	58,185	69,185	39,667	27,500	67,167
Hospice UK	-	-	-	-	5,782	5,782
	<u>11,000</u>	<u>58,185</u>	<u>69,185</u>	<u>39,667</u>	<u>33,282</u>	<u>72,949</u>

### 4 Income from charitable activities

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
<b>Provision of care</b>		
CCG Grant	<u>376,514</u>	<u>373,328</u>

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

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5 Income from other trading activities

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Other sales	16,684	20,403
Car leasing contributions	11,908	5,806
Fundraising events	114,751	127,918
Shop income	359,885	360,760
	<u>          </u>	<u>          </u>
Fundraising trading	503,228	514,887
	<u>          </u>	<u>          </u>

6 Income from investments

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Income from listed investments	13,069	-
Interest receivable	22,826	11,814
	<u>          </u>	<u>          </u>
	35,895	11,814
	<u>          </u>	<u>          </u>

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

### 7 Expenditure on raising funds

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
<b>Fundraising</b>						
Governance costs	10,249	-	10,249	14,109	-	14,109
Other fundraising costs	42,600	-	42,600	18,040	-	18,040
Staff costs	200,577	-	200,577	155,220	-	155,220
Support costs	171,056	381	171,437	88,456	-	88,456
	<u>424,482</u>	<u>381</u>	<u>424,863</u>	<u>275,825</u>	<u>-</u>	<u>275,825</u>
<b>Trading</b>						
Shop running costs	96,359	-	96,359	83,454	-	83,454
Staff costs	140,885	-	140,885	116,981	-	116,981
Support costs	51,244	-	51,244	20,950	-	20,950
	<u>288,488</u>	<u>-</u>	<u>288,488</u>	<u>221,385</u>	<u>-</u>	<u>221,385</u>
<b>Total costs</b>	<u>712,970</u>	<u>381</u>	<u>713,351</u>	<u>497,210</u>	<u>-</u>	<u>497,210</u>

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

8 Expenditure on charitable activities

	Provision of care 2024 £	Provision of care 2023 £
<b>Direct costs</b>		
Staff costs	922,184	991,215
Nursing expenditure	36,275	37,623
Volunteer expenses	4,340	4,665
Respite project	10,132	-
	<u>972,931</u>	<u>1,033,503</u>
<b>Share of support and governance costs (see note 9)</b>		
Support	276,292	162,365
Governance	113,181	81,418
	<u>1,362,404</u>	<u>1,277,286</u>
<b>Analysis by fund</b>		
Unrestricted funds	1,303,076	1,249,004
Restricted funds	59,328	28,282
	<u>1,362,404</u>	<u>1,277,286</u>

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

9	Support costs allocated to activities	2024	2023
		£	£
	Staff costs	285,433	144,621
	Depreciation	5,228	6,934
	Insurance	21,404	11,380
	Premises costs	53,399	49,271
	Printing, postage & stationery	14,957	14,738
	Equipment maintenance	61,536	14,350
	Newsletter	11,160	8,090
	Telephone	14,600	5,693
	Publicity	3,374	4,168
	Subscriptions	130	480
	HR	8,969	7,856
	Sundry	8,534	4,190
	Governance costs	133,679	95,527
		<u>622,403</u>	<u>367,298</u>
	<b>Analysed between:</b>		
	Fundraising	232,930	123,515
	Provision of care	389,473	243,783
		<u>622,403</u>	<u>367,298</u>
		<u>622,403</u>	<u>367,298</u>
	<b>Governance costs comprise:</b>	<b>2024</b>	<b>2023</b>
		£	£
	Staff costs	58,941	33,631
	Audit fees	4,200	4,075
	Accountancy	1,800	1,740
	Legal and professional	62,993	52,040
	Trustee expenses	209	823
	Share of support costs	5,536	3,218
		<u>133,679</u>	<u>95,527</u>
		<u>133,679</u>	<u>95,527</u>
10	<b>Net movement in funds</b>	<b>2024</b>	<b>2023</b>
		£	£
	Net movement in funds is stated after charging/(crediting)		
	Depreciation of owned tangible fixed assets	5,228	6,934
	Operating lease charges	98,676	78,072
		<u>98,676</u>	<u>78,072</u>
		<u>98,676</u>	<u>78,072</u>

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

### 11 Trustees

During the year ended 31 March 2024 one trustee, Mr Kevin Coulthard received remuneration of £1,484, not for his role as a trustee but for supporting the operations of the charity due to two senior vacancies. Specifically this was to manage risk around lease renewals, securing investment management and scrutiny of contract renewals.

The legal authority under which the payment was made was in accordance with the Charity's Articles of Association.

No other trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year ended 31 March 2024.

During the year £nil (2023: £809) was paid to trustee (2023: 1) for reimbursement of travel costs.

### 12 Employees

The average monthly number of employees during the year was:

	2024 Number	2023 Number
Fundraising staff	9	6
Clinical staff	38	39
Trading staff	7	10
Housekeeping staff	1	1
Office staff	8	6
Total	63	62

Employment costs	2024 £	2023 £
Wages and salaries	1,364,726	1,276,464
Social security costs	118,805	97,547
Other pension costs	73,442	67,053
	1,556,973	1,441,064

Redundancy and termination payments totalling £15,987 were made in the reporting period. This included £6,058 Ex-Gratia payment and the remainder related to payment in lieu of notice and holiday entitlement.

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

### 12 Employees

(Continued)

The number of employees whose annual remuneration was more than £60,000 is as follows:

	2024 Number	2023 Number
£60,001 - £70,000	-	1
£80,001 - £90,000	1	-
	<u>          </u>	<u>          </u>

#### Remuneration of key management personnel

The remuneration of key management personnel was as follows:

	2024 £	2023 £
Aggregate compensation	290,862	266,180
	<u>          </u>	<u>          </u>

### 13 Gains and losses on investments

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Gains/(losses) arising on:		
Revaluation of investments	90,732	(64,314)
Sale of investments	(992)	-
	<u>          </u>	<u>          </u>
	89,740	(64,314)
	<u>          </u>	<u>          </u>

### 14 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

### 15 Tangible fixed assets

	Leasehold improvements	Office equipment	Motor vehicles	Total
	£	£	£	£
<b>Cost</b>				
At 1 April 2023	71,863	61,134	11,998	144,995
Additions	-	8,144	-	8,144
At 31 March 2024	71,863	69,278	11,998	153,139
<b>Depreciation and impairment</b>				
At 1 April 2023	71,019	57,644	7,167	135,830
Depreciation charged in the year	844	3,418	966	5,228
At 31 March 2024	71,863	61,062	8,133	141,058
<b>Carrying amount</b>				
At 31 March 2024	-	8,216	3,865	12,081
At 31 March 2023	844	3,489	4,831	9,164

### 16 Fixed asset investments

	Listed securities
	£
<b>Cost or valuation</b>	
At 1 April 2023	1,325,245
Additions	20,160
Valuation changes	90,732
Disposals	(258,083)
At 31 March 2024	1,178,054
<b>Carrying amount</b>	
At 31 March 2024	1,178,054
At 31 March 2023	1,325,245

### 17 Stocks

	2024	2023
	£	£
Raw materials and consumables	2,670	4,749

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

18 Debtors	2024	2023
Amounts falling due within one year:	£	£
Trade debtors	11,511	20,219
Other debtors	14,779	8,552
Prepayments and accrued income	431,996	302,358
	<u>458,286</u>	<u>331,129</u>

19 Creditors: amounts falling due within one year	2024	2023
Notes	£	£
Other taxation and social security	26,782	24,316
Deferred income	20 383,320	600
Trade creditors	16,364	6,828
Other creditors	7,185	21,068
Accruals	31,506	81,557
	<u>465,157</u>	<u>134,369</u>

20 Deferred income	2024	2023
	£	£
Other deferred income	383,320	600
	<u>383,320</u>	<u>600</u>

Deferred income is included in the financial statements as follows:

	2024	2023
	£	£
Deferred income is included within:		
Current liabilities	383,320	600
	<u>383,320</u>	<u>600</u>
Movements in the year:		
Deferred income at 1 April 2023	600	1,000
Released from previous periods	(600)	(1,000)
Resources deferred in the year	383,320	600
	<u>383,320</u>	<u>600</u>
Deferred income at 31 March 2024	383,320	600
	<u>383,320</u>	<u>600</u>

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

### 20 Deferred income (Continued)

Deferred income relates to NHS grant income for 2024/2025. Last years related to ticket sales for the Spring Raffle which will be drawn post year end.

### 21 Retirement benefit schemes

	2024	2023
Defined contribution schemes	£	£
Charge to profit or loss in respect of defined contribution schemes	70,632	64,231
	<u>70,632</u>	<u>64,231</u>

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

Contributions amounting to £7,185 (2023: £10,275) were payable to the scheme at balance sheet date and are included within other creditors.

### 22 Restricted funds

The restricted funds of the charity comprise the unexpended balances of donations and grants held on trust subject to specific conditions by donors as to how they may be used.

	At 1 April 2023	Incoming resources	Resources expended	At 31 March 2024
	£	£	£	£
Mulberry Trust	-	20,000	(20,000)	-
Screwfix Foundation	5,000	-	(1,524)	3,476
The February Foundation	-	4,885	(4,885)	-
St James Place	-	2,500	(2,500)	-
Hadfield Trust	-	5,000	(5,000)	-
Albert Hunt	-	15,000	(15,000)	-
EC Graham	-	6,000	(6,000)	-
The Jane Hodge Foundation	-	4,800	(4,800)	-
	<u>5,000</u>	<u>58,185</u>	<u>(59,709)</u>	<u>3,476</u>

## HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2024**

#### 22 Restricted funds (Continued)

Previous year:	At 1 April 2022	Incoming resources	Resources expended	At 31 March 2023
	£	£	£	£
Hospice UK	-	5,782	(5,782)	-
Mulberry Trust	-	20,000	(20,000)	-
Screwfix	-	5,000	-	5,000
Hospice Aid UK	-	2,500	(2,500)	-
	<u>-</u>	<u>33,282</u>	<u>(28,282)</u>	<u>5,000</u>

#### 23 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 April 2023	Incoming resources	Resources expended	Transfers	Gains and losses	At 31 March 2024
	£	£	£	£	£	£
General funds	2,984,194	2,273,445	(2,016,046)	-	89,740	3,331,333
	<u>2,984,194</u>	<u>2,273,445</u>	<u>(2,016,046)</u>	<u>-</u>	<u>89,740</u>	<u>3,331,333</u>
<b>Previous year:</b>	<b>At 1 April 2022</b>	<b>Incoming resources</b>	<b>Resources expended</b>	<b>Transfers</b>	<b>Gains and losses</b>	<b>At 31 March 2023</b>
	£	£	£	£	£	£
General funds	3,147,891	1,646,506	(1,746,214)	325	(64,314)	2,984,194
	<u>3,147,891</u>	<u>1,646,506</u>	<u>(1,746,214)</u>	<u>325</u>	<u>(64,314)</u>	<u>2,984,194</u>

#### 24 Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Total
	2024	2024	2024
	£	£	£
<b>At 31 March 2024:</b>			
Tangible assets	12,081	-	12,081
Investments	1,178,054	-	1,178,054
Current assets/(liabilities)	2,141,198	3,476	2,144,674
	<u>3,331,333</u>	<u>3,476</u>	<u>3,334,809</u>

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

### 24 Analysis of net assets between funds

(Continued)

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
<b>At 31 March 2023:</b>			
Tangible assets	9,164	-	9,164
Investments	1,325,245	-	1,325,245
Current assets/(liabilities)	1,649,785	5,000	1,654,785
	<u>2,984,194</u>	<u>5,000</u>	<u>2,989,194</u>

### 25 Operating lease commitments

#### Lessee

Operating lease payments represent rentals payable by the charity for its properties, equipment and vehicles.

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:

	2024 £	2023 £
Within one year	66,645	67,753
Between two and five years	19,566	41,560
	<u>86,211</u>	<u>109,313</u>

### 26 Related party transactions

#### Transactions with related parties

During the year the charity entered into the following transactions with related parties:

Trustee indemnity insurance amounting to £500 (2023: £500) was paid by the charity during the year.

### 27 Analysis of changes in net funds

The charity had no material debt during the year.

## HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

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28	Cash generated from operations	2024	2023
		£	£
	Surplus/(deficit) for the year	345,615	(159,022)
	Adjustments for:		
	Investment income recognised in statement of financial activities	(35,895)	(11,814)
	Loss on disposal of investments	992	-
	Fair value gains and losses on investments	(90,732)	64,314
	Depreciation and impairment of tangible fixed assets	5,228	6,934
	Movements in working capital:		
	Decrease/(increase) in stocks	2,079	(2,728)
	(Increase)/decrease in debtors	(127,157)	106,538
	(Decrease)/increase in creditors	(51,933)	49,088
	Increase/(decrease) in deferred income	382,720	(400)
	<b>Cash generated from operations</b>	<u>430,917</u>	<u>52,910</u>



**HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

England & Wales - Charity number 1095708

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# Accounts

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Charity registration number 1095708

Company registration number 04609579 (England and Wales)

**HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

**ANNUAL REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2023**

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Trustees</b>	Mrs S Black Mr D Claxton Mr M K Clementson Mr K Coulthard (Appointed 8 December 2022) Mrs M A Drury Dr H A Dunning Mrs M Gray Mrs J S Lamb (Appointed 8 December 2022) Prof S Reveley Mrs D J Shearer (Appointed 8 December 2022) Rev D C Wood
<b>Chief Executive Officer</b>	Mrs D McKenna
<b>Secretary</b>	Mrs L Robinson
<b>Charity number</b>	1095708
<b>Company number</b>	04609579
<b>Registered office</b>	Valley Court Barras Lane Dalston Carlisle CA5 7NY
<b>Auditor</b>	Saint & Co. Sterling House Wavell Drive Rosehill Carlisle CA1 2SA
<b>Bankers</b>	Lloyds Bank plc 5-6 King Street Penrith CA11 7AP
<b>Solicitors</b>	Cartmell Shepherd Solicitors Bishop Yards Penrith CA11 7XS
<b>Investment advisors</b>	Arc Eden Limited 1c Wavell Drive Rosehill Carlisle CA1 2ST

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# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

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# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

*FOR THE YEAR ENDED 31 MARCH 2023*

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The trustees present their annual report and financial statements for the year ended 31 March 2023.

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)" (effective 1 January 2019).

### **Objectives and activities**

#### **Objectives and aims**

The objectives of the charity are to relieve the suffering of and provide palliative and supportive care to persons of either sex who are suffering from any terminal illness, or from any other physical or mental infirmity, disability or disease by the establishment and provision of domiciliary and supportive care and in such other ways as the trustees shall from time to time determine.

The charity's sole area of charitable activity is the provision of clinical services including palliative and end of life nursing care, bereavement and family support, lymphoedema, occupational and complementary therapies in patients' homes.

The charity has worked to achieve these objectives by providing specially trained clinicians who complement the services provided by District Nurses, General Practitioners and Macmillan Nurses, thus making the "staying at home" option a realistic one. Its services are open to all palliative and end of life patients regardless of their age, address (within our clinical boundaries), end-stage illness or financial circumstances. The service is entirely free to the patients and their families.

The charity delivers its objectives by:

- Improving patient care for as long as necessary by empowering and giving a realistic choice to those who wish to die at home.
- Optimising the workforce, so as to provide a skilled clinical workforce that encompasses best practice, complementing the primary health care teams and Specialist Services.
- Providing a level of nursing care and support that meets the needs of the patient, their relatives and carers which is free at the point of need.
- Engaging and developing partnership working with both statutory and voluntary organisations including those providing specialist palliative care services.
- Setting out the funding strategy based on the changing requirements of the Charity's objectives.
- Matching the administration of the Charity to the Clinical Services offered.
- Extending the Clinical Services offered as determined by need and by national and local agendas as finances allow.

#### **Objectives, strategies and activities**

##### **Palliative Care Development**

Palliative care is the active total care of patients whose illness is not responsive to curative treatments. Control of pain, of other symptoms and of psychological, social and spiritual problems is paramount. The goal of palliative care is the achievement of the best possible quality of life for patients and their families. End of life care is an important part of palliative care and usually refers to the management of patients at the stage where there is steady deterioration in a patient's condition and death is close.

#### **Public benefit**

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

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

*FOR THE YEAR ENDED 31 MARCH 2023*

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### **Achievements and performance**

The annual business plan which supports the 3 year strategy (April 1st 2021 to March 31st 2024) set out the intentions for the organisation and the following outlines some of the achievements this financial year.

In addition to their usual duties the Trustees were actively engaged in planning for and recruiting a New Chief Executive, a process that reached a successful conclusion in October 2022. Since then we have been looking to support the new CEO as they seek to manage and develop Hospice at Home Carlisle and North Lakeland as a well-respected provider of palliative and end-of-life care in our area. In February a new Finance lead and Clinical Lead were appointed. The Clinical Lead will take on the role of registered manager later this year.

During this financial year the number of patient referrals was 985 with 99 patients receiving 2 of our clinical services, 29 receiving 3 and 12 receiving 4. This was an increase of 6% on the previous financial year. The clinical teams have been working with colleagues across the health system to promote earlier referrals for patients and carers.

The results of a research project evidenced some of the needs of carers locally. A resounding theme was the need for respite care to promote resilience and confidence that their loved one is receiving appropriate care and support. As a result, and in co-production with Cumberland Council a pilot project funded by Hospice at Home Carlisle and North Lakeland has been commissioned, resulting in a residential bed secured in a local residential home for referred patients. The aim is for this to be operating from August 2023 and it will be evaluated during the course of the year.

The hospices in North Cumbria identified the need to improve connections with members of our community who don't have English as a 1<sup>st</sup> language earlier in the year. We are aware that there are communities who don't know about and therefore don't access our services. Hospice at Home Carlisle and North Lakeland, Eden Valley Hospice (EVH) and Jigsaw Cumbria's Children's Hospice and Hospice at Home West Cumbria have worked together to see how we can collaboratively develop those improved relationships and better understanding. A successful bid for one off funding from NHS England of £10,000 was made by EVH and this has facilitated work around this, including the attendance at Culture Bazaar 2023 and installation of the ReciteMe tool on our website.

Following the pandemic, NHS crisis, energy crisis, inflation and current cost of living crisis there has been an increased focus and investment with regards to fund raising to ensure sustainable care and support for our service users. Although some income streams have seen a decrease it is positive that the retail shops have seen an increase in income in the year. The team are embracing new approaches and opportunities to raise further funds in the coming year.

Our educational and development strategy has been expanded to an organisational document and there has been a renewed focus with regards to workforce planning and personal development for existing staff. Recruitment remains difficult for clinical teams as it is nationally and a range of improved benefits have been promoted with some success, this is an ongoing project as we continue to strive to provide as much care as possible.

The end of the year in March 2023 marked a celebration of our 25<sup>th</sup> anniversary. Over one hundred people attended the event including HRH The Duke of Gloucester, remembering and thanking those who have helped and who have worked for our charity, whether paid or voluntarily, over the years, with acknowledgement of the achievements of the charity founders and former CEO Fiona Stobart. Special thanks goes to the owners of Askham Hall, Lady Marie-Louisa Raeburn and Charles Lowther who kindly hosted the event and have been strong supporters of the charity.

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

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

FOR THE YEAR ENDED 31 MARCH 2023

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### Planned developments for the year 2023 – 2024

Over the coming year we aim for the charities continued growth both clinically and in fundraising, exploring new opportunities whilst also being mindful of the existing financial pressures on the UK health system and the impact cost efficiencies place on it.

We have been fortunate enough to be awarded the support of Pilot Light 360 which is a charity that amplifies other charities by partnering them with support from individuals with relevant expertise. This will support our continual improvement in the quality of what we do and our strategic development, ensuring we use our donations to the maximum ability which is at is at the forefront of our minds as we navigate through very challenging financial times.

We continue to engage with partners in the newly formed Integrated Care Board and Place and both Local Authorities in our geographical area, Cumberland and Westmorland and Furness Councils with a view to improve the response and care provided for our local community.

In June we will engage with the Carlisle College's very first "Give a Day - Apprentice Take Over Day 2023". The college has offered to support three charities for the day including our Court Yard Garden, apprentices will give their time and work to improve the space with our corporate fundraiser working with local businesses to support resources for the project.

Our garden is normally maintained by staff (in their own time) and our wonderful volunteers, however following a harsh winter and the knock on effects of being untouched during the pandemic we have found ourselves in need of some extra help. There are so many mental wellness benefits associated with being outdoors, such as relieving stress and anxiety and we are extremely grateful to "Give a Day - Apprentice Take Over" for lending a hand and transforming our outdoor space.

Re-vamp of the court yard garden will enable our bereavement support team to return to use the natural space outside which can have a significant impact on individual's mental health, helping to reduce stress, anxiety and depression, thus improving general psychological well-being. Our staff member's well-being is equally important and the space will also be utilised by all Hospice at Home team members.

We are extremely grateful for all support received which comes in many forms and includes our business partners who have increased from 43 to 47 during this last year. We aim to build on these partnerships in the coming year.

Appleby Creamery Ltd	Eddie Wannop Ltd	Nilfisk Limited
Arc Eden Ltd	Eden Housing Association	North Lakes Glass Ltd
Armstrong Watson LLP	George Hudson	Orton Grange Café & Gifts
Atkinsons Building Contractors	Integrity Office Ltd	Peter Tyson
Burbush of Penrith	Jill Glencross Independent Funeral Directors	Pioneer Foods Ltd
Burnetts Solicitors	John Norris of Penrith	Richardson Funeral Directors
Carigiet Cowen Ltd	John Richardson & Son Ltd	Story Homes Ltd
Carlisle Racecourse	Lakes Estates	Tech 4 Office Equipment
Carlisle Refrigeration Limited	Larch Cottage Nurseries	The Toffee Shop
Carlisle United Football Club	Limited Genevieve	Thomas Graham & Sons Ltd
Cartmell Shepherd Limited	Lloyd Jaguar Land Rover	Trade Copiers
Cranstons Ltd	Logic Business Systems Ltd	Ullswater Steamers
Cubby Construction Limited	Lowther Castle & Gardens	Used Cars 4 Less
Cumberland Building Society	McKnight & Son Builders Ltd	Waitings Ltd
David Allen	McVities Group	Wm Armstrong (Longtown) Ltd
Dodd & Co	More Handles Limited	

Our marketing and Communication team will continue to raise the profile of the charity and look for new opportunities such as the use of QR codes for donations. The use of our website and social media provides information with regards to the valuable clinical work we provide and also market events. The website also provides an opportunity for service user feedback which supports improving the quality of the care we give and we aim to actively seek more feedback in the coming year from several different avenues.

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

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

*FOR THE YEAR ENDED 31 MARCH 2023*

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### **Fundraising**

The charity is registered with the Fundraising regulator, the voluntary independent regulator of charitable fundraising in the UK. Hospice at Home follow their code of practice which ensures that fundraising is respectful, open, honest and accountable to the public. The charity will continue to adhere to all regulations governing fundraising and follow any best practice guidelines that are issued to ensure positive relations are maintained with the generous local people who support the cause.

The fundraising department always aims for the highest standards in fundraising and organise an annual plan which aims to meet the expenditure requirements within the financial plan.

### **Financial review**

The accounts show net deficit for the year of £94,708 before taking in to account the loss on investment. After accounting for the loss on investment in the year, the net movement in funds was a deficit of £159,022. The results for the previous year showed a surplus of £727,029 and after the gain on the investment the surplus was £747,373.

Income levels decreased in the current year and this included a reduction in support from Hospice UK following the Covid pandemic and other income including legacies also decreased. Expenditure levels were higher in the year ended 31 March 2023 than the previous year with costs being closely monitored.

### **Policy on reserves**

As at 31 March 2023, the charity held total reserves of £2,989,194 which included restricted funds of £5,000 and unrestricted funds of £2,984,194.

The restricted fund consisted of funding received from Screwfix which had not been spent in the year but will be spent post year end on the respite project. The unrestricted fund includes fixed assets of £9,164 leaving free reserves of £2,975,030.

The Trustees have determined free reserves should be at least equivalent to the greater of 6 months budgeted costs or the potential close down costs. This has been calculated to be almost £900,000. An equivalent sum should be kept in cash reserves separate from other funds and reviewed annually once a new budget has been approved by the Trustees at the accounting date. Reserves exceeded this criteria at the year end however there is expenditure budgeted for the next year as part of the development strategy of the charity which will reduce the reserves. Funds required for the day to day running costs, based on the annual budget, should be kept in the company's bank current account and any instant access account with an institution governed by the financial services compensation scheme (F.S.C.S).

Any other funds not required for the day to day running costs are to be invested in individual UK based institutions covered by the F.S.C.S. or into funds managed on an advisory basis by Arc Eden. The criteria we use to invest in are medium risk investments. There was a loss on the investments in the year ended 31 March 2023 of £64,314 (2022: gain of £20,344). Transfers out of managed funds can be made by the Finance and Income Generation Committee but further investments into managed funds are by recommendation of the Finance and Income Generation Committee to the Board.

### **Principal funding sources**

The Charity received financial support from the Clinical Commissioning Group (CCG) devolved from the NHS in the year. This contribution to costs gives confidence against a background of the very welcome voluntary support. The charity is profoundly grateful to all in the community for the excellent support received.

Another form of funding are legacies which the charity receives from supporters, although this source of income is not guaranteed.

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

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

*FOR THE YEAR ENDED 31 MARCH 2023*

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### **Major risks and management of those risks**

#### **Risk management**

The Trustees have assessed the major risks to which the Company is exposed, including in particular those related to the operations and finance of the Company. This is done through a Corporate Risk Register on a bi-monthly basis. Trustees are satisfied that systems and procedures are in place to mitigate exposure to the major risks.

### **Financial Instruments**

#### **Objectives and policies**

The charity's activities expose it to a number of financial risks including credit risk, cash flow risk and liquidity risk.

#### **Cash flow risk**

The charity's activities expose it primarily to the financial risks of changes in interest rates.

#### **Credit risk**

The charity's principal financial assets are bank balances and cash, trade and other receivables, and investments. The charity's credit risk is primarily attributable to its trade receivables. The amounts presented in the balance sheet are net of allowances for doubtful receivables. An allowance for impairment is made where there is an identified loss event which, based on previous experience, is evidence of a reduction in the recoverability of the cash flows. The credit risk on liquid funds and derivative financial instruments is limited because the counterparties are banks with high credit-ratings assigned by international credit-rating agencies. The charity has no significant concentration of credit risk, with exposure spread over a large number of counterparties and customers.

#### **Liquidity risk**

In order to maintain liquidity to ensure that sufficient funds are available for ongoing operations and future developments, the charity uses a mixture of long-term and short-term cash deposits.

### **Plans for future periods**

Hospice at Home have developed a three-year- Strategy (April 2021 - March 2024) outlining four commitments, those of Holistic Exemplary Care, Sustainability, Engaging with Stakeholders and Preparing for Future Needs all of which are underpinned by specific priorities.

The annual business plan (April 2023 – March 2024) identifies the key actions that are required to achieve the priorities within year and over the timescale of the Strategy.

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

#### **Nature of governing document**

The Company is constituted under a Memorandum of Association dated 1 April 2003 and is a registered charity, number 1095708. The principle object of the Company is to provide palliative and supportive care to persons suffering from any terminal illness in their own home.

The Directors of the Company are also Charity Trustees for the purpose of Charity Law and in the Company's Articles of Association are described as Trustees.

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

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

*FOR THE YEAR ENDED 31 MARCH 2023*

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The trustees who served during the year were:

Mrs S Black	
Mr D Claxton	
Mr M K Clementson	
Mr K Coulthard	(Appointed 8 December 2022)
Mrs M A Drury	
Dr H A Dunning	
Mrs M Gray	
Mrs J S Lamb	(Appointed 8 December 2022)
Mrs E A McColgan	(Resigned 21 October 2022)
Prof S Reveley	
Mrs D J Shearer	(Appointed 8 December 2022)
Mrs D Slater	(Resigned 21 October 2022)
Rev D C Wood	

### **Recruitment and appointment of trustees**

The management of the company is the responsibility of the Trustees who are elected and co-opted under the terms of the Articles of Association. The maximum number of Trustees is 15 and the minimum is 3. At each annual general meeting one third of the Trustees for the time being or, if their number is not 3 or a multiple of 3, then the number nearest one third, shall retire from office. The Trustees to retire are those who have been longest in office since their last election.

A review of the Trustees' skills is carried out regularly and where a skill is not represented on the Board potential appointees are either approached to offer themselves for election or advertisements are placed in local newspapers and on the Charity website.

Decisions regarding the management of the Charity are taken at Board meetings which are held every 2 months. There are 4 sub-groups which report to the Board and these are Clinical Assurance, Workforce, Health & Safety and Finance and Income Generation.

The Company Secretary and Chief Executive Officer attend Board meetings but neither has a vote. The Chief Executive Officer takes overall responsibility for leadership of the Charity.

### **Induction and training of trustees**

New Trustees attend a briefing session with the Chair and other officers which covers the aims of the Charity, Trustees' duties, the Charity constitution and financial position. It is enhanced by an induction manual produced by Hospice UK. Trustees attend training events as required and support can be accessed via Cumbria Council for Voluntary Services.

### **Arrangements for setting key management personnel remuneration**

The policy for care staff is based on the remuneration of similar employees in the NHS using pre 18-19 NHS pay scales and inflated with costs of living increases. The policy for fundraising, office and administration staff is based on National Joint Council pay scales which are local government pay scales used in the voluntary sector.

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

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

*FOR THE YEAR ENDED 31 MARCH 2023*

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### Statement of trustees' responsibilities

The trustees, who are also the directors of Hospice at Home Carlisle and North Lakeland for the purpose of company law, are responsible for preparing the Trustees' 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 charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

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;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity 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 charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### Disclosure of information to auditor

Each of the trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditor is aware of such information.

### Small Company Provisions

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

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

.....  
**Mr M K Clementson**  
Trustee  
Date: 12 October 2023

.....  
**Rev D C Wood**  
Trustee  
Date: 12 October 2023

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## INDEPENDENT AUDITOR'S REPORT

### TO THE MEMBERS OF HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

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#### Opinion

We have audited the financial statements of Hospice at Home Carlisle and North Lakeland (the 'charity') for the year ended 31 March 2023 which comprise the statement of financial activities, the statement of financial position, the statement of cash flows and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2023 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

#### Basis for opinion

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

#### Conclusions relating to going concern

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

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

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

#### Other information

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

#### Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of our audit:

- the information given in the trustees' report for the financial year for which the financial statements are prepared, which includes the directors' report prepared for the purposes of company law, is consistent with the financial statements; and
  - the directors' report included within the trustees' report has been prepared in accordance with applicable legal requirements.
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# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## INDEPENDENT AUDITOR'S REPORT (CONTINUED)

### TO THE MEMBERS OF HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

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#### **Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the trustees' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the trustees' report and from the requirement to prepare a strategic report.

#### **Responsibilities of trustees**

As explained more fully in the statement of trustees' responsibilities, the trustees, who are also the directors of the charity for the purpose of company law, are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

#### **Auditor's responsibilities for the audit of the financial statements**

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

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud.

The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## INDEPENDENT AUDITOR'S REPORT (CONTINUED)

### TO THE MEMBERS OF HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

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Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- the engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations;
- we identified the laws and regulations applicable to the charity through discussions with trustees and other management;
- we focused on specific laws and regulations which we considered may have a direct material effect on the financial statements or the operations of the charity;
- we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and inspecting legal correspondence; and
- identified laws and regulations were communicated within the audit team regularly and the team remained alert to instances of non-compliance throughout the audit.

We assessed the susceptibility of the charity's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud;
- to address the risk of fraud through management bias and override of controls, we:
  - performed analytical procedures to identify any unusual or unexpected relationships;
  - tested journal entries to identify unusual transactions;
  - assessed whether judgements and assumptions made in determining the accounting estimates set out in the accounting policies were indicative of potential bias; and
  - investigated the rationale behind significant or unusual transactions.

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

- agreeing financial statement disclosures to underlying supporting documentation;
- reading the minutes of meetings of those charged with governance;
- enquiring of management as to actual and potential litigation and claims; and
- reviewing correspondence with relevant regulators such as Charity Commission and the charity's legal advisors.

There are inherent limitations in our audit procedures described above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the directors and other management and the inspection of regulatory and legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

#### **Use of our report**

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## INDEPENDENT AUDITOR'S REPORT (CONTINUED)

### TO THE MEMBERS OF HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

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**Stuart Farrer (Senior Statutory Auditor)**  
for and on behalf of Saint & Co.

.16 October 2023

**Chartered Accountants &  
Statutory Auditor**

Sterling House  
Wavell Drive  
Rosehill  
Carlisle  
CA1 2SA

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

### Current financial year

	Notes	Unrestricted funds 2023 £	Restricted funds 2023 £	Endowment funds 2023 £	Total 2023 £	Total 2022 £
<b>Income from:</b>						
Donations and legacies	3	746,477	33,282	-	779,759	1,316,176
Charitable activities	4	373,328	-	-	373,328	360,066
Fundraising trading	5	514,887	-	-	514,887	437,750
Investment income	6	11,814	-	-	11,814	7,837
<b>Total income</b>		<b>1,646,506</b>	<b>33,282</b>	<b>-</b>	<b>1,679,788</b>	<b>2,121,829</b>
<b>Expenditure on:</b>						
<b>Raising funds</b>						
Fundraising	7	275,825	-	-	275,825	223,402
Trading	7	221,385	-	-	221,385	183,557
Charitable activities	8	1,249,004	28,282	-	1,277,286	987,841
<b>Total expenditure</b>		<b>1,746,214</b>	<b>28,282</b>	<b>-</b>	<b>1,774,496</b>	<b>1,394,800</b>
Net gains/(losses) on investments	14	(64,314)	-	-	(64,314)	20,344
<b>Net (outgoing)/incoming resources before transfers</b>		<b>(164,022)</b>	<b>5,000</b>	<b>-</b>	<b>(159,022)</b>	<b>747,373</b>
Gross transfers between funds		325	-	(325)	-	-
<b>Net movement in funds</b>		<b>(163,697)</b>	<b>5,000</b>	<b>(325)</b>	<b>(159,022)</b>	<b>747,373</b>
Fund balances at 1 April 2022		3,147,891	-	325	3,148,216	2,400,843
<b>Fund balances at 31 March 2023</b>		<b>2,984,194</b>	<b>5,000</b>	<b>-</b>	<b>2,989,194</b>	<b>3,148,216</b>

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.

The notes on pages 16 to 32 form part of these financial statements.

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

Prior financial year

	Notes	Unrestricted funds 2022 £	Restricted funds 2022 £	Endowment funds 2022 £	Total 2022 £
<b>Income from:</b>					
Donations and legacies	3	1,011,294	304,882	-	1,316,176
Charitable activities	4	360,066	-	-	360,066
Fundraising trading	5	437,750	-	-	437,750
Investment income	6	7,837	-	-	7,837
<b>Total income</b>		<b>1,816,947</b>	<b>304,882</b>	<b>-</b>	<b>2,121,829</b>
<b>Expenditure on:</b>					
<u>Raising funds</u>					
Fundraising	7	223,402	-	-	223,402
Trading	7	183,557	-	-	183,557
		406,959	-	-	406,959
Charitable activities	8	682,959	304,882	-	987,841
<b>Total expenditure</b>		<b>1,089,918</b>	<b>304,882</b>	<b>-</b>	<b>1,394,800</b>
Net gains/(losses) on investments	14	20,344	-	-	20,344
<b>Net (outgoing)/incoming resources before transfers</b>		<b>747,373</b>	<b>-</b>	<b>-</b>	<b>747,373</b>
<b>Net movement in funds</b>		<b>747,373</b>	<b>-</b>	<b>-</b>	<b>747,373</b>
Fund balances at 1 April 2021		2,400,518	-	325	2,400,843
<b>Fund balances at 31 March 2022</b>		<b>3,147,891</b>	<b>-</b>	<b>325</b>	<b>3,148,216</b>

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## STATEMENT OF FINANCIAL POSITION

AS AT 31 MARCH 2023

	Notes	2023 £	£	2022 £	£
<b>Fixed assets</b>					
Tangible assets	16		9,164		14,840
Investments	17		1,325,245		989,559
			<u>1,334,409</u>		<u>1,004,399</u>
<b>Current assets</b>					
Stocks	18	4,749		2,021	
Debtors	19	331,129		437,667	
Cash at bank and in hand		1,453,276		1,789,810	
		<u>1,789,154</u>		<u>2,229,498</u>	
<b>Creditors: amounts falling due within one year</b>	20	<u>(134,369)</u>		<u>(85,681)</u>	
Net current assets			1,654,785		2,143,817
<b>Total assets less current liabilities</b>			<u>2,989,194</u>		<u>3,148,216</u>
<b>Capital funds</b>					
Endowment funds - general	23		-		325
<b>Income funds</b>					
Restricted funds	24		5,000		-
Unrestricted funds			2,984,194		3,147,891
			<u>2,989,194</u>		<u>3,148,216</u>

The notes on pages 16 to 32 form part of these financial statements.

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 12 October 2023

.....  
**Mr M K Clementson**  
**Trustee**

.....  
**Rev D C Wood**  
**Trustee**

**Company registration number 04609579**

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2023

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	Notes	2023 £	£	2022 £	£
<b>Cash flows from operating activities</b>					
Cash generated from operations	28		52,910		503,926
<b>Investing activities</b>					
Purchase of tangible fixed assets		(1,258)		(4,010)	
Purchase of investments		(400,000)		(500,000)	
Investment income received		11,814		7,837	
<b>Net cash used in investing activities</b>			(389,444)		(496,173)
<b>Net cash used in financing activities</b>			-		-
<b>Net (decrease)/increase in cash and cash equivalents</b>			(336,534)		7,753
Cash and cash equivalents at beginning of year			1,789,810		1,782,057
<b>Cash and cash equivalents at end of year</b>			1,453,276		1,789,810

The notes on pages 16 to 32 form part of these financial statements.

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 MARCH 2023

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#### 1 Accounting policies

##### Charity information

Hospice at Home Carlisle and North Lakeland is a private company limited by guarantee incorporated in England and Wales. The registered office is Valley Court, Barras Lane Estate, Dalston, Carlisle, CA5 7NY.

The charity is limited by guarantee and consequently does not have share capital. Each of the members are liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

##### 1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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). The charity is a Public Benefit Entity as defined by FRS 102.

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 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 Income

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.

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

### 1 Accounting policies

(Continued)

Income from fundraising events undertaken in the year is recognised when there is evidence of entitlement, receipt is probable and its amount can be measured reliably

Investment income from interest on deposit funds held is included when receivable and the amount can be measured reliably by the charity which is normally upon notification of the interest paid or payable by the bank.

#### 1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

#### 1.6 Tangible fixed assets

Individual fixed assets costing £1,000 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Leasehold improvements	20% straight line
Office equipment	25% straight line
Motor vehicles	20% reducing balance

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

#### 1.7 Fixed asset investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

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### 1 Accounting policies

(Continued)

#### 1.8 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

#### 1.9 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

#### 1.10 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.

#### 1.11 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.

##### **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.

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

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### 1 Accounting policies

(Continued)

#### *Derecognition of financial liabilities*

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

#### 1.12 Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

#### 1.13 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.

#### 1.14 Retirement benefits

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

### 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.

## HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2023**

#### 3 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2023	2023	2023	2022	2022	2022
	£	£	£	£	£	£
Donations and gifts	409,844	-	409,844	402,651	-	402,651
Legacies receivable	274,122	-	274,122	495,490	-	495,490
Grants	39,667	33,282	72,949	98,451	304,882	403,333
Other	22,844	-	22,844	14,702	-	14,702
	<u>746,477</u>	<u>33,282</u>	<u>779,759</u>	<u>1,011,294</u>	<u>304,882</u>	<u>1,316,176</u>
<b>Donations and gifts</b>						
In memorium	101,532	-	101,532	106,012	-	106,012
Personal	132,423	-	132,423	98,285	-	98,285
Organisations	69,733	-	69,733	59,682	-	59,682
Fundraising events	106,156	-	106,156	138,672	-	138,672
	<u>409,844</u>	<u>-</u>	<u>409,844</u>	<u>402,651</u>	<u>-</u>	<u>402,651</u>
<b>Grants receivable for core activities</b>						
Grants	39,667	27,500	67,167	98,451	-	98,451
Hospice UK	-	5,782	5,782	-	304,882	304,882
	<u>39,667</u>	<u>33,282</u>	<u>72,949</u>	<u>98,451</u>	<u>304,882</u>	<u>403,333</u>

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

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### 4 Charitable activities

	Provision of care 2023 £	Provision of care 2022 £
CCG Grant	373,328	360,066

### 5 Fundraising trading

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Other sales	20,403	43,338
Car leasing contributions	5,806	15,161
Fundraising events	127,918	95,197
Shop income	360,760	284,054
Fundraising trading	514,887	437,750

### 6 Investment income

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Interest receivable	11,814	7,837

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# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

### 7 Raising funds

	Unrestricted funds	Unrestricted funds
	2023	2022
	£	£
Fundraising		
Governance costs	14,109	-
Premises costs	-	20,304
Other fundraising costs	18,040	38,655
Staff costs	155,220	159,359
Depreciation and impairment	-	5,084
Support costs	88,456	-
	<u>275,825</u>	<u>223,402</u>
Trading		
Shop running costs	83,454	51,279
Other trading costs	-	12,792
Staff costs	116,981	117,424
Depreciation and impairment	-	2,062
Support costs	20,950	-
	<u>221,385</u>	<u>183,557</u>
	<u>497,210</u>	<u>406,959</u>

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

### 8 Charitable activities

	Provision of care 2023 £	Provision of care 2022 £
Staff costs	991,215	822,182
Nursing expenditure	37,623	77,485
Volunteer expenses	4,665	1,925
	<hr/>	<hr/>
	1,033,503	901,592
Share of support costs (see note 9)	162,365	70,258
Share of governance costs (see note 9)	81,418	15,991
	<hr/>	<hr/>
	1,277,286	987,841
	<hr/>	<hr/>
<b>Analysis by fund</b>		
Unrestricted funds	1,249,004	682,959
Restricted funds	28,282	304,882
	<hr/>	<hr/>
	1,277,286	987,841
	<hr/>	<hr/>

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

9	Support costs	Support costs	Governance costs	2023	Support costs	Governance costs	2022
		£	£	£	£	£	£
	Staff costs	144,621	33,631	178,252	38,436	-	38,436
	Depreciation	6,934	-	6,934	3,631	-	3,631
	Insurance	11,380	1,206	12,586	-	-	-
	Premises costs	49,271	-	49,271	4,365	-	4,365
	Printing, postage and stationery	14,738	-	14,738	8,877	-	8,877
	Equipment maintenance	14,350	1,361	15,711	6,409	-	6,409
	Newsletter	8,090	-	8,090	5,323	-	5,323
	Telephone	5,693	-	5,693	1,394	-	1,394
	Publicity	4,168	-	4,168	753	-	753
	Subscriptions	480	-	480	570	-	570
	HR	7,856	651	8,507	500	-	500
	Sundry	4,190	-	4,190	-	-	-
	Audit fees	-	4,075	4,075	-	4,500	4,500
	Accountancy	-	1,740	1,740	-	2,000	2,000
	Legal and professional	-	52,040	52,040	-	9,491	9,491
	Trustee expenses	-	823	823	-	-	-
		<u>271,771</u>	<u>95,527</u>	<u>367,298</u>	<u>70,258</u>	<u>15,991</u>	<u>86,249</u>
	Analysed between						
	Fundraising	88,456	14,109	102,565	-	-	-
	Trading	20,950	-	20,950	-	-	-
	Charitable activities	162,365	81,418	243,783	70,258	15,991	86,249
		<u>271,771</u>	<u>95,527</u>	<u>367,298</u>	<u>70,258</u>	<u>15,991</u>	<u>86,249</u>
10	Net movement in funds					2023	2022
						£	£
	Net movement in funds is stated after charging/(crediting)						
	Depreciation of owned tangible fixed assets					6,934	10,777
	Operating lease charges					98,676	78,072
						<u>105,610</u>	<u>88,849</u>

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

### 11 Auditor's remuneration

Fees payable to the charity's auditor and associates:	2023	2022
	£	£
Audit of the charity's annual accounts	4,075	4,500
<b>Non-audit services</b>		
All other non-audit services	1,740	2,000

### 12 Trustees

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

During the year £809 (2022: £288) was paid to 1 trustee (2022: 2) for reimbursement of travel costs.

### 13 Employees

The average monthly number of employees during the year was:

	2023	2022
	Number	Number
Fundraising staff	6	9
Clinical staff	39	42
Trading staff	10	12
Housekeeping staff	1	1
Office staff	6	-
Total	62	64

Employment costs	2023	2022
	£	£
Wages and salaries	1,276,464	999,678
Social security costs	97,547	71,958
Other pension costs	67,053	65,765
	1,441,064	1,137,401

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2023

#### 13 Employees (Continued)

The number of employees whose annual remuneration was more than £60,000 is as follows:

	2023 Number	2022 Number
£60,001 - £70,000	1	-

#### 14 Net gains/(losses) on investments

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Revaluation of investments	(64,314)	20,344

#### 15 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

#### 16 Tangible fixed assets

	Leasehold improvements £	Office equipment £	Motor vehicles £	Total £
<b>Cost</b>				
At 1 April 2022	71,863	59,876	11,998	143,737
Additions	-	1,258	-	1,258
At 31 March 2023	71,863	61,134	11,998	144,995
<b>Depreciation and impairment</b>				
At 1 April 2022	70,175	52,763	5,959	128,897
Depreciation charged in the year	844	4,882	1,208	6,934
At 31 March 2023	71,019	57,645	7,167	135,831
<b>Carrying amount</b>				
At 31 March 2023	844	3,489	4,831	9,164
At 31 March 2022	1,688	7,113	6,039	14,840

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

### 17 Fixed asset investments

	Listed securities £
<b>Cost or valuation</b>	
At 1 April 2022	989,559
Additions	400,000
Valuation changes	(64,314)
At 31 March 2023	<u>1,325,245</u>
<b>Carrying amount</b>	
At 31 March 2023	<u>1,325,245</u>
At 31 March 2022	<u>989,559</u>

### 18 Stocks

	2023 £	2022 £
Raw materials and consumables	4,749	2,021
	<u>4,749</u>	<u>2,021</u>

### 19 Debtors

	2023 £	2022 £
<b>Amounts falling due within one year:</b>		
Trade debtors	20,219	2,125
Other debtors	8,552	22,269
Prepayments and accrued income	302,358	413,273
	<u>331,129</u>	<u>437,667</u>

### 20 Creditors: amounts falling due within one year

	Notes	2023 £	2022 £
Other taxation and social security		1,317	17,115
Deferred income	21	600	1,000
Trade creditors		29,827	4,195
Other creditors		21,068	26,828
Accruals		81,557	36,543
		<u>134,369</u>	<u>85,681</u>

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

### 21 Deferred income

	2023	2022
	£	£
Other deferred income	600	1,000
	<u>600</u>	<u>1,000</u>

Deferred income is included in the financial statements as follows:

	2023	2022
	£	£
Deferred income is included within:		
Current liabilities	600	1,000
	<u>600</u>	<u>1,000</u>
Movements in the year:		
Deferred income at 1 April 2022	1,000	6,370
Released from previous periods	(1,000)	(6,370)
Resources deferred in the year	600	1,000
	<u>600</u>	<u>1,000</u>
Deferred income at 31 March 2023	600	1,000
	<u>600</u>	<u>1,000</u>

Deferred income relates to ticket sales for the Spring Raffle which will be drawn post year end.

### 22 Retirement benefit schemes

#### Defined contribution schemes

The charity operates a defined contribution pension scheme for all qualifying employees as well as contributing to the NHS pension scheme. 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 £64,231 (2022 - £65,765).

Contributions amounting to £10,275 (2022: £7,849) were payable to the scheme at balance sheet date and are included within other creditors.

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2023

#### 23 Endowment funds

Endowment funds represent assets which must be held permanently by the charity. Income arising on the endowment funds can be used in accordance with the objects of the charity and is included as unrestricted income. Any capital gains or losses arising on the assets form part of the fund.

	Movement in funds				
	Balance at 1 April 2021	Incoming resources	Balance at 1 April 2022	Transfers	Balance at 31 March 2023
	£	£	£	£	£
<b>Permanent endowments</b>					
Permanent Endowment	325	-	325	(325)	-
	<u>325</u>	<u>-</u>	<u>325</u>	<u>(325)</u>	<u>-</u>
	<u><u>325</u></u>	<u><u>-</u></u>	<u><u>325</u></u>	<u><u>(325)</u></u>	<u><u>-</u></u>

#### 24 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:

	Movement in funds			Movement in funds		
	Incoming resources	Resources expended	Balance at 1 April 2022	Incoming resources	Resources expended	Balance at 31 March 2023
	£	£	£	£	£	£
Hospice UK	304,882	(304,882)	-	5,782	(5,782)	-
Mulberry Trust	-	-	-	20,000	(20,000)	-
Screwfix	-	-	-	5,000	-	5,000
Hospice Aid UK	-	-	-	2,500	(2,500)	-
	<u>304,882</u>	<u>(304,882)</u>	<u>-</u>	<u>33,282</u>	<u>(28,282)</u>	<u>5,000</u>
	<u><u>304,882</u></u>	<u><u>(304,882)</u></u>	<u><u>-</u></u>	<u><u>33,282</u></u>	<u><u>(28,282)</u></u>	<u><u>5,000</u></u>

## HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2023*

**25 Analysis of net assets between funds**

	Unrestricted funds	Restricted funds	Endowment funds	Total	Unrestricted funds	Restricted funds	Endowment funds	Total
	2023	2023	2023	2023	2022	2022	2022	2022
	£	£	£	£	£	£	£	£
Fund balances at 31 March 2023 are represented by:								
Tangible assets	9,164	-	-	9,164	14,840	-	-	14,840
Investments	1,325,245	-	-	1,325,245	989,559	-	-	989,559
Current assets/(liabilities)	1,649,785	5,000	-	1,654,785	2,143,492	-	325	2,143,817
	<u>2,984,194</u>	<u>5,000</u>	<u>-</u>	<u>2,989,194</u>	<u>3,147,891</u>	<u>-</u>	<u>325</u>	<u>3,148,216</u>

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2023**

### 26 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:

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Within one year	67,753	98,676
Between two and five years	41,560	107,600
	<u>109,313</u>	<u>206,276</u>

Operating lease payments represent rentals payable by the charity for its properties, equipment and vehicles.

### 27 Related party transactions

#### Remuneration of key management personnel

The remuneration of key management personnel is as follows.

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Aggregate compensation	266,180	200,421
	<u>266,180</u>	<u>200,421</u>

#### Transactions with related parties

During the year the charity entered into the following transactions with related parties:

Trustee indemnity insurance amounting to £500 (2022: £500) was paid by the charity during the year.

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

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<b>28</b>	<b>Cash generated from operations</b>	<b>2023</b>	<b>2022</b>
		<b>£</b>	<b>£</b>
	(Deficit)/surplus for the year	(159,022)	747,373
	Adjustments for:		
	Investment income recognised in statement of financial activities	(11,814)	(7,837)
	Fair value gains and losses on investments	64,314	(20,344)
	Depreciation and impairment of tangible fixed assets	6,934	10,777
	Movements in working capital:		
	(Increase)/decrease in stocks	(2,728)	206
	Decrease/(increase) in debtors	106,538	(230,173)
	Increase in creditors	49,088	9,294
	(Decrease) in deferred income	(400)	(5,370)
	<b>Cash generated from operations</b>	<u>52,910</u>	<u>503,926</u>
<b>29</b>	<b>Analysis of changes in net funds</b>		
	The charity had no debt during the year.		

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**HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

England & Wales - Charity number 1095708

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# Accounts

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**COMPANY REGISTRATION NUMBER: 04609579**

**CHARITY REGISTRATION NUMBER: 1095708**

**HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

**COMPANY LIMITED BY GUARANTEE**

**ANNUAL REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2022**

**Hospice at Home**  
Carlisle and North Lakeland

**David Allen**

Chartered Accountants & Statutory Auditor

Dalmar House

Barras Lane Estate

Dalston

Carlisle

CA5 7NY

**HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

**COMPANY LIMITED BY GUARANTEE**

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Statement of financial activities	15 to 16
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## **HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

### **COMPANY LIMITED BY GUARANTEE**

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

---

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charity for the year ended 31 March 2022.

#### **OBJECTIVES AND ACTIVITIES**

##### ***Objects and aims***

The objectives of the Charity are to relieve the suffering of and provide palliative and supportive care to persons of either sex who are suffering from any terminal illness, or from any other physical or mental infirmity, disability or disease by the establishment and provision of domiciliary and supportive care and in such other ways as the trustees shall from time to time determine.

The Charity's sole area of charitable activity is the provision of clinical services including palliative and end of life nursing care, bereavement and family support, lymphoedema, occupational and complementary therapies in patients' homes.

The Charity has worked to achieve these objectives by providing specially trained clinicians who complement the services provided by District Nurses, General Practitioners and Macmillan Nurses, thus making the "staying at home" option a realistic one. Its services are open to all palliative and end of life patients regardless of their age, address (within our clinical boundaries), end-stage illness or financial circumstances. The service is entirely free to the patients and their families.

The Charity delivers its objectives by:

- Improving patient care for as long as necessary by empowering and giving a realistic choice to those who wish to die at home.
- Optimising the workforce, so as to provide a skilled clinical workforce that encompasses best practice, complementing the primary health care teams and Specialist Services.
- Providing a level of nursing care and support that meets the needs of the patient, their relatives and carers which is free at the point of need.
- Engaging and developing partnership working with both statutory and voluntary organisations including those providing specialist palliative care services.
- Setting out the funding strategy based on the changing requirements of the Charity's objectives.
- Matching the administration of the Charity to the Clinical Services offered.
- Extending the Clinical Services offered as determined by need and by national and local agendas as finances allow.

## **HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

### **COMPANY LIMITED BY GUARANTEE**

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

---

##### ***Objectives, strategies and activities***

###### *Palliative Care Development*

Palliative care is the active total care of patients whose illness is not responsive to curative treatments. Control of pain, of other symptoms and of psychological, social and spiritual problems is paramount. The goal of palliative care is the achievement of the best possible quality of life for patients and their families. End of life care is an important part of palliative care and usually refers to the management of patients at the stage where there is steady deterioration in a patient's condition and death is close.

###### ***Fundraising disclosures***

The Charity is registered with the Fundraising regulator, the voluntary independent regulator of charitable fundraising in the UK. Hospice at Home follow their code of practice which ensures that fundraising is respectful, open, honest and accountable to the public. The Charity will continue to adhere to all regulations governing fundraising and follow any best practice guidelines that are issued to ensure positive relations are maintained with the generous local people who support the cause. The fundraising department always aims for the highest standards in fundraising and organise an annual plan which aims to meet the expenditure requirements within the financial plan.

###### ***Public benefit***

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

##### **STRATEGIC REPORT**

The following sections for achievements and performance and financial review form the strategic report of the charity.

## **HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

### **COMPANY LIMITED BY GUARANTEE**

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

---

#### **ACHIEVEMENTS AND PERFORMANCE**

##### Physical Achievements

The annual business plan which supports the 3 year strategy (April 1st 2021 to March 31st 2024) set out the intentions for the organisation and the following is a resume of some the achievements.

During the year the number of patient referrals was 929 with some patients in receipt of more than one service. This was an increase of 12.74% on the previous year.

The befriending service was re-established following the pandemic.

A research project was undertaken to ascertain the views of carers regarding respite care and to scope existing respite provision within the local community.

The Carers Support Needs Assessment tool (CSNAT) was re-established within the nursing team. This tool looks at the specific needs of carers whilst they look after their loved one.

All job descriptions were reviewed and a salary bench marking exercise commenced. The education and training strategy was reviewed. This was supported by an audit programme.

A wellbeing group was established and a staff member was appointed as the wellbeing lead.

The lease for a new retail outlet (Brampton book shop) was signed in October.

An eBay role was established.

A programme of staff development in place with the emphasis to 'grow our own' in the light of the increased difficulty to recruit. This also included apprenticeship roles and supporting graduates.

Applications to grant making trusts continued.

#### **PLANNED DEVELOPMENTS FOR THE YEAR 2022 - 2023**

The plan for the forth coming year is to continue to build on providing clinical services, increasing retail opportunities and ensuring sustainability of the organisation. Changes to the structure of health care (we will now be part of the North East and North Cumbria Integrated Care Board/System) and the change in local authority boundaries will mean that we have to communicate more readily to ensure our profile is not only maintained but enhanced at both local and regional level. It is equally important that we maintain and look to ways of working collaboratively with other Hospice providers in North Cumbria.

Respite provision: - for many years the provision of respite for patients and their families and carers has been an important component of our day and night nursing service. Following the research project the intention is to cost out the increase of respite provision in the home and look to providing a bed for respite within the community setting. This is a large project for the Charity to take on but we know that there is a need for this type of provision.

## HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

### COMPANY LIMITED BY GUARANTEE

#### TRUSTEES' REPORT (INCLUDING DIRECTORS AND STRATEGIC REPORT) (CONTINUED)

---

As stated we had a 12.74% increase in referrals to the clinical service and we hope to continue to increase referrals providing local care to local people.

It is important that we strive to continue to provide high quality care to maintain and improve on our GOOD rating with the Care Quality Commission) and indeed strive to achieve OUTSTANDING.

In the coming year (April 2022 - March 2023) we will be celebrating our 25th anniversary of becoming a Charity.

Local businesses continue to offer vital support via sponsorship and gifts in kind. The Charity acknowledges the continued financial recession that businesses are enduring and make requests for smaller amounts of funds or gifts in kind. By contacting further businesses for support, the charity is able to forge new links and contacts.

The Business Partners Initiative continues to be successful raising the equivalent of £18,626 (2021: £30,705) from gifts in kind, sponsorship, organised events, soft credits or donations within their businesses during the year. They also help to raise awareness by their support of the Charity within their workplace to staff, customers and clients.

At 31 March 2022 there were 43 business partners (see below). The Charity thanks all Partners and businesses for their vital support and continued commitment.

Arc Eden Ltd	David Allen	More Handles Limited
Appleby Creamery Ltd	Eddie Wannop Ltd	Nilfisk Limited
Armstrong Watson LLP	Eden Housing Association	North Lakes Glass Ltd
Atkinsons Building Contractors Limited	Genevieve	Orton Grange Café & Gifts
Burbush of Penrith	George Hudson	Peter Tyson
Burnetts Solicitors	Integrity Office Ltd	Pioneer Foods Ltd
Carigiet Cowen Ltd	Jill Glencross Independent Funeral Directors	Richardson Funeral Directors
Carlisle Racecourse	John Norris of Penrith	Story Homes Ltd
Carlisle Refrigeration Limited	John Richardson & Son Ltd	Tech 4 Office Equipment
Carlisle United Football Club	Larch Cottage Nurseries	Thomas Graham & Sons Ltd
Cartmell Shepherd Limited	Lloyd Jaguar Land Rover	Trade Copiers
Cranstons Ltd	Logic Business Systems Ltd	Ullswater Steamers
Cubby Construction Limited	Lowther Castle & Gardens	Waitings Ltd
Cumberland Building Society	McKnight & Son Builders Ltd	Wm Armstrong (Longtown) Ltd
Dodd & Co	McVities Group	

## **HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

### **COMPANY LIMITED BY GUARANTEE**

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

---

The website is an important tool to raise awareness of the Charity. This enables our supporters to keep up to date with events and initiatives and provides valuable information on the work of the clinical service. Facebook and Twitter have both been used to market events and have helped tremendously on certain occasions to encourage participants to take part and relay the images of events.

As always the Charity's fundraising success could not be achieved without the help and support of individuals and of local businesses and organisations that have generously donated valuable funds and offered sponsorship and support.

#### **FINANCIAL REVIEW**

The accounts show net income over expenditure of £727,028 compared to £569,785 in the previous year mainly as a result of increases in most income sources with the obvious exceptions of shop income and functions and events due to the Covid 19 restrictions.

Expenditure was more than the previous year with costs being closely monitored.

Towards the end of the financial year the value of stock market investments rose significantly resulting in gains of £20,344 on the value at the start of the year.

#### ***Policy on reserves***

The Trustees have determined free reserves should be at least equivalent to the greater of 6 months budgeted costs or the potential close down costs. An equivalent sum should be kept in cash reserves separate from other funds and reviewed annually once a new budget has been approved by the Trustees at the accounting date. Reserves exceeded this criteria at the year end. Funds required for the day to day running costs, based on the annual budget, should be kept in the company's bank current account and any instant access account with an institution governed by the financial services compensation scheme (F.S.C.S).

Any other funds not required for the day to day running costs are to be invested in individual UK based institutions covered by the F.S.C.S. or into funds managed on an advisory basis by Arc Eden. The criteria we use to invest in are medium risk investments. Transfers out of managed funds can be made by the Finance and Income Generation Committee but further investments into managed funds are by recommendation of the Finance and Income Generation Committee to the Board.

#### ***Principal funding sources***

The Charity received financial support from the Clinical Commissioning Group (CCG) devolved from the NHS and Hospice UK grants funded by NHSE. This contribution to costs gives confidence against a background of the very welcome voluntary support. The Charity is profoundly grateful to all in the community for the excellent support received.

Another form of funding are legacies which the Charity receives from supporters, although this source of income is not guaranteed.

## **HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

### **COMPANY LIMITED BY GUARANTEE**

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

---

#### **PLANS FOR FUTURE PERIODS**

##### ***Aims and key objectives for future periods***

In the light of what was learned throughout the year Hospice at Home have developed a three-year Strategy (April 2021 - March 2024) outlining four commitments, those of Holistic Exemplary Care, Sustainability, Engaging with Stakeholders and Preparing for Future Needs all of which are underpinned by specific priorities.

The annual business plan (April 2022 – March 2023) identifies the key actions that are required to achieve the priorities within year and over the timescale of the Strategy.

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### ***Nature of governing document***

The Company is constituted under a Memorandum of Association dated 1 April 2003 and is a registered charity, number 1095708. The principle object of the Company is to provide palliative and supportive care to persons suffering from any terminal illness in their own home.

The Directors of the Company are also Charity Trustees for the purpose of Charity Law and in the Company's Articles of Association are described as Trustees.

##### ***Recruitment and appointment of trustees***

The management of the company is the responsibility of the Trustees who are elected and co-opted under the terms of the Articles of Association. The maximum number of Trustees is 15 and the minimum is 3. At each annual general meeting one third of the Trustees for the time being or, if their number is not 3 or a multiple of 3, then the number nearest one third, shall retire from office. The Trustees to retire are those who have been longest in office since their last election.

A review of the Trustees' skills is carried out regularly and where a skill is not represented on the Board potential appointees are either approached to offer themselves for election or advertisements are placed in local newspapers and on the Charity website.

Decisions regarding the management of the Charity are taken at Board meetings which are held every 2 months. There are 4 sub-groups which report to the Board and these are Clinical Assurance, Workforce, Health & Safety and Finance and Income Generation.

The Company Secretary and Chief Executive Officer attend Board meetings but neither has a vote. The Chief Executive Officer takes overall responsibility for leadership of the Charity.

##### ***Induction and training of trustees***

New Trustees attend a briefing session with the Chair and other officers which covers the aims of the Charity, Trustees' duties, the Charity constitution and financial position. It is enhanced by an induction manual produced by Hospice UK. Trustees attend training events as required and support can be accessed via Cumbria Council for Voluntary Services.

**HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

**COMPANY LIMITED BY GUARANTEE**

**TRUSTEES' REPORT (INCLUDING DIRECTORS AND STRATEGIC REPORT) (CONTINUED)**

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***Arrangements for setting key management personnel remuneration***

The policy for care staff is based on the remuneration of similar employees in the NHS using pre 18-19 NHS pay scales and inflated with costs of living increases. The policy for fundraising, office and administration staff is based on National Joint Council pay scales which are local government pay scales used in the voluntary sector.

***Major risks and management of those risks***

***Risk management***

The Trustees have assessed the major risks to which the Company is exposed, including in particular those related to the operations and finance of the Company. This is done through a Corporate Risk Register on a bi-monthly basis. Trustees are satisfied that systems and procedures are in place to mitigate exposure to the major risks.

## **HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

### **COMPANY LIMITED BY GUARANTEE**

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

---

##### **REFERENCE AND ADMINISTRATIVE DETAILS**

###### **Trustees and officers**

The trustees and officers serving during the year and since the year end were as follows:

###### **Trustees**

Mr J D Claxton  
Prof S Reveley  
Mr J F McLaren (retired 30 April 2021)  
Mr M K Clementson  
Mr M Cousins (retired 9 December 2021)  
Mrs M A Drury  
Rev D C Wood  
Dr H A Dunning  
Mrs E A McColgan  
Mrs M Gray  
Mrs D Slater  
Mrs S Black

###### **Principal Office**

Valley Court  
Barras Lane Estate  
Dalston  
Carlisle  
CA5 7NY

###### **Charity Registration Number**

1095708

###### **Company Registration Number**

04609579

The charity is incorporated in England & Wales.

###### **Solicitors**

Cartmell Shepherd  
Bishops Yards  
Penrith  
CA11 7XS

###### **Bankers**

Lloyds Bank plc  
5-6 King Street  
Penrith  
CA11 7AP

## HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

### COMPANY LIMITED BY GUARANTEE

### TRUSTEES' REPORT (INCLUDING DIRECTORS AND STRATEGIC REPORT) (CONTINUED)

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**Auditor**

David Allen  
Chartered Accountants & Statutory Auditor  
Dalmar House  
Barras Lane Estate  
Dalston  
Carlisle  
CA5 7NY

### FINANCIAL INSTRUMENTS

#### ***Objectives and policies***

The charity's activities expose it to a number of financial risks including credit risk, cash flow risk and liquidity risk.

#### ***Cash flow risk***

The charity's activities expose it primarily to the financial risks of changes in interest rates.

#### ***Credit risk***

The charity's principal financial assets are bank balances and cash, trade and other receivables, and investments.

The charity's credit risk is primarily attributable to its trade receivables. The amounts presented in the balance sheet are net of allowances for doubtful receivables. An allowance for impairment is made where there is an identified loss event which, based on previous experience, is evidence of a reduction in the recoverability of the cash flows.

The credit risk on liquid funds and derivative financial instruments is limited because the counterparties are banks with high credit-ratings assigned by international credit-rating agencies.

The charity has no significant concentration of credit risk, with exposure spread over a large number of counterparties and customers.

#### ***Liquidity risk***

In order to maintain liquidity to ensure that sufficient funds are available for ongoing operations and future developments, the charity uses a mixture of long-term and short-term cash deposits.

## **HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

### **COMPANY LIMITED BY GUARANTEE**

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

---

##### **Statement of Trustees' Responsibilities**

The trustees (who are also the directors of Hospice at Home Carlisle and North Lakeland for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

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

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and 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.

The annual report and strategic report was approved by the trustees of the charity on 20 October 2022 and signed on its behalf by:

.....  
Mrs E A McColgan  
Trustee

## **HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

### **COMPANY LIMITED BY GUARANTEE**

## **INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

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### **OPINION**

We have audited the financial statements of Hospice at Home Carlisle and North Lakeland (the 'charity') for the year ended 31 March 2022, which comprise the Statement of financial activities, Balance sheet, Statement of cash flows, and Notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is United Kingdom Accounting Standards, comprising Charities SORP - FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and applicable law (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

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

### **BASIS FOR OPINION**

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

### **Conclusions relating to going concern**

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

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

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

### **OTHER INFORMATION**

The trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

## **HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

### **COMPANY LIMITED BY GUARANTEE**

#### **INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF HOSPICE AT HOME CARLISLE AND NORTH LAKELAND (CONTINUED)**

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In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

#### **OPINION ON OTHER MATTERS PRESCRIBED BY THE COMPANIES ACT 2006**

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Trustees' report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Trustees' report has been prepared in accordance with applicable legal requirements.

#### **MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION**

In the light of our knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' report.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

#### **RESPONSIBILITIES OF TRUSTEES**

As explained more fully in the Statement of Trustees' responsibility [set out on page 10], the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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

## **HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

### **COMPANY LIMITED BY GUARANTEE**

#### **INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF HOSPICE AT HOME CARLISLE AND NORTH LAKELAND (CONTINUED)**

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##### **AUDITOR'S RESPONSIBILITIES FOR THE AUDIT OF THE FINANCIAL STATEMENTS**

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

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

- Discussing with the Trustees and Management their policies and procedures regarding compliance with laws and regulations;
- Communicating identified laws and regulations throughout our engagement team and remaining alert to any indications of non-compliance throughout our audit; and
- Considering the risk of acts by the charity which were contrary to the applicable laws and regulations, including fraud.

Our audit procedures in relation to fraud included but were not limited to:

- Making enquiries of the Trustees and Management on whether they had knowledge of any actual, suspected or alleged fraud;
- Gaining an understanding of the internal controls established to mitigate risks related to fraud;
- Discussing amongst the engagement team the risks of fraud; and
- Addressing the risks of fraud through management override of controls by performing journal entry testing.

We are not responsible for detecting fraud and preventing non-compliance and cannot be expected to detect all fraud and non-compliance with all laws and regulations. The primary responsibility for the prevention and detection of irregularities including fraud rests with both the Trustees and Management. As with any audit, there remained a risk of non-detection of irregularities, as these may involve collusion, forgery, intentional omissions, misrepresentations or the override of internal controls.

A further description of our responsibilities is available on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

**HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

**COMPANY LIMITED BY GUARANTEE**

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF HOSPICE AT HOME CARLISLE  
AND NORTH LAKELAND (CONTINUED)**

---

**Use of our report**

This report is made solely to the charitable company's trustees, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its trustees as a body, for our audit work, for this report, or for the opinions we have formed.

.....  
ALISON WELTON (Senior Statutory Auditor)  
For and on behalf of  
David Allen  
Chartered Accountants & Statutory Auditor

Dalmar House  
Barras Lane Estate  
Dalston  
Carlisle  
CA5 7NY

Date: 20 October 2022

**HOSPICE AT HOME CARLISLE AND NORTH LAKELAND****COMPANY LIMITED BY GUARANTEE****STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2022  
(INCLUDING INCOME AND EXPENDITURE ACCOUNT AND STATEMENT OF TOTAL  
RECOGNISED GAINS AND LOSSES)**

---

		<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>	<b>Total</b>
	<b>Note</b>	<b>£</b>	<b>£</b>	<b>2022</b>	<b>2021</b>
				<b>£</b>	<b>£</b>
<b>Income and Endowments:</b>					
Donations and legacies	3	1,011,294	304,882	1,316,176	1,238,908
Charitable activities	4	360,066	-	360,066	370,568
Other trading activities -					
Fundraising trading	5	437,750	-	437,750	275,009
Investment income	6	<u>7,837</u>	<u>-</u>	<u>7,837</u>	<u>10,271</u>
Total income		<u>1,816,947</u>	<u>304,882</u>	<u>2,121,829</u>	<u>1,894,756</u>
<b>Expenditure on:</b>					
<i>Raising funds</i>					
Voluntary income	7	(223,402)	-	(223,402)	(183,137)
Fundraising trading	7	(183,556)	-	(183,556)	(167,174)
Charitable activities	8	<u>(682,961)</u>	<u>(304,882)</u>	<u>(987,843)</u>	<u>(974,660)</u>
Total expenditure		<u>(1,089,919)</u>	<u>(304,882)</u>	<u>(1,394,801)</u>	<u>(1,324,971)</u>
Net income/(expenditure)					
before investment					
gains/(losses)		727,028	-	727,028	569,785
Gain/(loss) on revaluation of					
investments	15	<u>20,344</u>	<u>-</u>	<u>20,344</u>	<u>121,341</u>
Net income		<u>747,372</u>	<u>-</u>	<u>747,372</u>	<u>691,126</u>
Net movement in funds		747,372	-	747,372	691,126
<b>Reconciliation of funds</b>					
Total funds brought forward		<u>2,400,518</u>	<u>325</u>	<u>2,400,843</u>	<u>1,709,717</u>
Total funds carried forward	21	<u>3,147,890</u>	<u>325</u>	<u>3,148,215</u>	<u>2,400,843</u>

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## HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

### COMPANY LIMITED BY GUARANTEE

#### STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2022

#### (CONTINUED)

#### (INCLUDING INCOME AND EXPENDITURE ACCOUNT AND STATEMENT OF TOTAL RECOGNISED GAINS AND LOSSES)

---

	Note	Unrestricted £	Restricted £	Total 2021 £
<b>Income and Endowments from:</b>				
Donations and legacies	3	935,106	303,802	1,238,908
Charitable activities	4	370,568	-	370,568
Other trading activities - Fundraising trading	5	275,009	-	275,009
Investment income	6	<u>10,271</u>	<u>-</u>	<u>10,271</u>
Total income		<u>1,590,954</u>	<u>303,802</u>	<u>1,894,756</u>
<b>Expenditure on:</b>				
Voluntary income	7	(183,137)	-	(183,137)
Fundraising trading	7	(167,174)	-	(167,174)
Charitable activities	8	<u>(670,858)</u>	<u>(303,802)</u>	<u>(974,660)</u>
Total expenditure		<u>(1,021,169)</u>	<u>(303,802)</u>	<u>(1,324,971)</u>
Net expenditure before investment gains/(losses)		569,785	-	569,785
Gains/losses on investment assets		<u>121,341</u>	<u>-</u>	<u>121,341</u>
Net income		<u>691,126</u>	<u>-</u>	<u>691,126</u>
Net movement in funds		691,126	-	691,126
<b>Reconciliation of funds</b>				
Total funds brought forward		<u>1,709,392</u>	<u>325</u>	<u>1,709,717</u>
Total funds carried forward	21	<u><u>2,400,518</u></u>	<u><u>325</u></u>	<u><u>2,400,843</u></u>

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2022 and 2021 is shown in note 21.

## HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

### COMPANY LIMITED BY GUARANTEE

#### BALANCE SHEET AS AT 31 MARCH 2022

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	<b>Note</b>	<b>2022 £</b>	<b>2021 £</b>
<b>Fixed assets</b>			
Tangible assets	14	14,840	21,607
Investments	15	<u>989,559</u>	<u>469,215</u>
		<u>1,004,399</u>	<u>490,822</u>
<b>Current assets</b>			
Stocks	16	2,021	2,227
Debtors	17	437,667	207,494
Cash at bank and in hand		<u>1,789,810</u>	<u>1,782,057</u>
		2,229,498	1,991,778
<b>Creditors: Amounts falling due within one year</b>	18	<u>(85,682)</u>	<u>(81,757)</u>
<b>Net current assets</b>		<u>2,143,816</u>	<u>1,910,021</u>
<b>Net assets</b>		<u>3,148,215</u>	<u>2,400,843</u>
<b>Funds of the charity:</b>			
<b>Restricted income funds</b>			
Restricted funds	21	325	325
<b>Unrestricted income funds</b>			
Unrestricted funds		<u>3,147,890</u>	<u>2,400,518</u>
<b>Total funds</b>	21	<u>3,148,215</u>	<u>2,400,843</u>

The financial statements on pages 15 to 37 were approved by the trustees, and authorised for issue on 20 October 2022 and signed on their behalf by:

.....  
Mrs E A McColgan  
Trustee

Registration number: 04609579

## HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

### COMPANY LIMITED BY GUARANTEE

#### STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 MARCH 2022

---

	Note	2022 £	2021 £
<b>Cash flows from operating activities</b>			
Net cash income		747,372	691,126
<b>Adjustments to cash flows from non-cash items</b>			
Depreciation	10	10,777	24,805
Investment income	6	(7,837)	(10,271)
Revaluation of investments		<u>(20,344)</u>	<u>(121,341)</u>
		729,968	584,319
<b>Working capital adjustments</b>			
Decrease in stocks	16	206	698
(Increase)/decrease in debtors	17	(230,173)	118,056
Increase/(decrease) in creditors	18	<u>3,925</u>	<u>(4,445)</u>
Net cash flows from operating activities		<u>503,926</u>	<u>698,628</u>
<b>Cash flows from investing activities</b>			
Interest receivable and similar income	6	7,837	10,271
Purchase of tangible fixed assets	14	(4,010)	(913)
Purchase of investments	15	<u>(500,000)</u>	<u>-</u>
Net cash flows from investing activities		<u>(496,173)</u>	<u>9,358</u>
Net increase in cash and cash equivalents		7,753	707,986
Cash and cash equivalents at 1 April		<u>1,782,057</u>	<u>1,074,071</u>
Cash and cash equivalents at 31 March	23	<u><u>1,789,810</u></u>	<u><u>1,782,057</u></u>

All of the cash flows are derived from continuing operations during the above two periods.

## **HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

### **COMPANY LIMITED BY GUARANTEE**

#### **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022**

---

##### **1 CHARITY STATUS**

The charity is limited by guarantee, incorporated in England & Wales, and consequently does not have share capital. Each of the members are liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

The address of its registered office is:

Valley Court  
Barras Lane Estate  
Dalston  
Carlisle  
CA5 7NY

These financial statements were authorised for issue by the trustees on 20 October 2022.

##### **2 ACCOUNTING POLICIES**

###### **Summary of significant accounting policies and key accounting estimates**

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

###### **Statement of compliance**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

###### **Basis of preparation**

Hospice at Home Carlisle and North Lakeland meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

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

## **HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

### **COMPANY LIMITED BY GUARANTEE**

#### **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022 (CONTINUED)**

---

## **2 ACCOUNTING POLICIES (continued)**

### **Going concern**

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

### **Income and endowments**

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

### ***Donations and legacies***

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

### ***Grants receivable***

Grants are recognised when the charitable company has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

### ***Other trading activities***

Income from fundraising events undertaken in the year is recognised when there is evidence of entitlement, receipt is probable and its amount can be measured reliably.

### ***Investment income***

Interest on deposit funds held is included when receivable and the amount can be measured reliably by the charity which is normally upon notification of the interest paid or payable by the bank.

### **Expenditure**

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

## HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

### COMPANY LIMITED BY GUARANTEE

#### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022 (CONTINUED)

---

## 2 ACCOUNTING POLICIES (continued)

### *Raising funds*

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

### *Charitable activities*

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

### **Support costs**

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

### **Taxation**

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

### **Tangible fixed assets**

Individual fixed assets costing £1,000 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

### **Depreciation and amortisation**

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

<b>Asset class</b>	<b>Depreciation method and rate</b>
Office equipment	25% Straight line
Motor vehicles	20% Reducing balance
Leasehold property improvements	20% Straight line

## **HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

### **COMPANY LIMITED BY GUARANTEE**

#### **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022 (CONTINUED)**

---

## **2 ACCOUNTING POLICIES (continued)**

### **Fixed asset investments**

Fixed asset investments, other than programme related investments, are included at market value at the balance sheet date. Realised gains and losses on investments are calculated as the difference between sales proceeds and their market value at the start of the year, or their subsequent cost, and are charged or credited to the Statement of Financial Activities in the period of disposal.

Unrealised gains and losses represent the movement in market values during the year and are credited or charged to the Statement of Financial Activities based on the market value at the year end.

### **Stock**

Stock is valued at the lower of cost and estimated selling price less costs to complete and sell, after due regard for obsolete and slow moving stocks.

### **Trade debtors**

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

### **Cash and cash equivalents**

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

### **Trade creditors**

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

## **HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

### **COMPANY LIMITED BY GUARANTEE**

#### **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022 (CONTINUED)**

---

## **2 ACCOUNTING POLICIES (continued)**

### **Fund structure**

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Designated funds are unrestricted funds which have been set aside by the Trustees for a particular purpose. The aim and use of each designate fund is set out in the notes to the financial statements.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

### **Financial instruments**

#### ***Recognition and measurement***

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

#### ***Fair value measurement***

The best evidence of fair value is a quoted price for an identical asset in an active market. When quoted prices are unavailable, the price of a recent transaction for an identical asset provides evidence of fair value as long as there has not been a significant change in economic circumstances or a significant lapse of time since the transaction took place. If the market is not active and recent transactions of an identical asset on their own are not a good estimate of fair value, the fair value is estimated by using a valuation technique.

## HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

### COMPANY LIMITED BY GUARANTEE

#### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022 (CONTINUED)

---

### 3 INCOME FROM DONATIONS AND LEGACIES

	<b>General</b>	<b>Restricted</b>	<b>Total</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>2022</b>	<b>2021</b>
			<b>£</b>	<b>£</b>
Donations and legacies;				
Memorials	106,012	-	106,012	97,431
Personal	98,285	-	98,285	110,781
Organisations	59,682	-	59,682	69,468
Functions and events	138,672	-	138,672	101,880
Legacies	495,490	-	495,490	22,334
Gifts in kind	14,702	-	14,702	15,030
Hospice UK grant	-	304,882	304,882	303,802
Unrestricted grants	<u>98,451</u>	<u>-</u>	<u>98,451</u>	<u>518,182</u>
	<u>1,011,294</u>	<u>304,882</u>	<u>1,316,176</u>	<u>1,238,908</u>

#### Hospice UK

The NHSE awarded funding to allow the hospice to make available bed capacity and community support from April 2021 to July 2021 to provide support to people with complex needs in the context of the COVID-19 situation and to provide bed capacity and community support from November 2021 to March 2022 for the same purpose.

### 4 INCOME FROM CHARITABLE ACTIVITIES

	<b>Unrestricted</b>	<b>Total</b>	<b>Total</b>
	<b>General</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>	<b>£</b>
CCG devolved from the NHS grant	<u>360,066</u>	<u>360,066</u>	<u>370,568</u>

**HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

**COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022  
(CONTINUED)**

---

**5 INCOME FROM OTHER TRADING ACTIVITIES**

	<b>Unrestricted</b>		
	<b>General</b>	<b>Total</b>	<b>Total</b>
	<b>£</b>	<b>2022</b>	<b>2021</b>
		<b>£</b>	<b>£</b>
Trading income;			
Shop income	284,054	284,054	128,084
Other sales	43,338	43,338	31,174
Car leasing contributions	15,161	15,161	17,746
Internally generated event income	95,197	95,197	98,005
	<u>437,750</u>	<u>437,750</u>	<u>275,009</u>

**6 INVESTMENT INCOME**

	<b>Unrestricted</b>		
	<b>General</b>	<b>Total</b>	<b>Total</b>
	<b>£</b>	<b>2022</b>	<b>2021</b>
		<b>£</b>	<b>£</b>
Interest receivable and similar income;			
Investment income	7,837	7,837	10,271
	<u>7,837</u>	<u>7,837</u>	<u>10,271</u>

**HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

**COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022  
(CONTINUED)**

---

**7 EXPENDITURE ON RAISING FUNDS**

**a) Costs of generating donations and legacies**

	<b>Unrestricted</b>	<b>Total</b>	<b>Total</b>
	<b>General</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Other fundraising costs	38,655	38,655	29,935
Premises costs	20,304	20,304	13,704
Wages and salaries	147,844	147,844	125,500
Employer's national insurance	11,515	11,515	9,256
Depreciation	5,084	5,084	4,742
	<u>223,402</u>	<u>223,402</u>	<u>183,137</u>

## HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

### COMPANY LIMITED BY GUARANTEE

#### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022 (CONTINUED)

---

#### 7 EXPENDITURE ON RAISING FUNDS (continued)

##### b) Costs of trading activities

	<b>Unrestricted</b>		
	<b>General</b>	<b>Total</b>	<b>Total</b>
	<b>£</b>	<b>2022</b>	<b>2021</b>
		<b>£</b>	<b>£</b>
Fundraising trading costs;			
Other trading costs	12,792	12,792	7,760
Direct shop running costs	51,278	51,278	52,104
Wages and salaries	111,342	111,342	100,442
Employer's national insurance	6,082	6,082	4,806
Depreciation	2,062	2,062	2,062
	<u>183,556</u>	<u>183,556</u>	<u>167,174</u>

#### 8 PROVISION OF CARE

	<b>Unrestricted</b>	<b>Restricted</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Nursing expenditure and consumables	77,487	-	77,487	72,744
Wages and salaries	465,774	304,882	770,656	757,702
Employers' national insurance	51,525	-	51,525	47,556
Volunteer expenses	1,925	-	1,925	826
Gifts in Kind	-	-	-	284
Allocated support costs (Note 9)	86,250	-	86,250	95,548
	<u>682,961</u>	<u>304,882</u>	<u>987,843</u>	<u>974,660</u>

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## HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

### COMPANY LIMITED BY GUARANTEE

#### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022 (CONTINUED)

---

#### 9 ANALYSIS OF SUPPORT COSTS

##### Support costs allocated to provision of care

	<b>Total 2022</b>	<b>Total 2021</b>
	<b>£</b>	<b>£</b>
Wages and salaries	35,602	36,236
Employer's national insurance	2,834	2,608
Premises costs	4,365	3,490
Depreciation	3,601	18,001
Other cost	39,848	35,213
	<u>86,250</u>	<u>95,548</u>

#### 10 NET INCOMING/OUTGOING RESOURCES

Net incoming resources for the year include:

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Operating leases - other assets	78,072	80,594
Audit fees	4,500	3,000
Other non-audit services	2,000	1,500
Depreciation of fixed assets	9,946	24,805

#### 11 TRUSTEES REMUNERATION AND EXPENSES

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

During the year £288 was paid to 2 trustees for reimbursement of training and travel costs (2021 - £nil).

## HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

### COMPANY LIMITED BY GUARANTEE

#### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022 (CONTINUED)

---

#### 12 STAFF COSTS

The aggregate payroll costs were as follows:

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
<b>Staff costs during the year were:</b>		
Wages and salaries	1,065,443	1,019,881
Social security costs	<u>71,957</u>	<u>64,226</u>
	<u><u>1,137,400</u></u>	<u><u>1,084,107</u></u>

The monthly average number of persons (including senior management / leadership team) employed by the charity during the year expressed as full time equivalents was as follows:

	<b>2022</b>	<b>2021</b>
	<b>No</b>	<b>No</b>
Fundraising staff	9	8
Clinical staff	42	41
Trading staff	12	8
Housekeeping staff	<u>1</u>	<u>1</u>
	<u><u>64</u></u>	<u><u>58</u></u>

No employee received emoluments of more than £60,000 during the year.

The total employee benefits of the key management personnel of the charity were £200,421 (2021 - £225,350).

#### 13 TAXATION

The charity is a registered charity and is therefore exempt from taxation.

**HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

**COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022  
(CONTINUED)**

---

**14 TANGIBLE FIXED ASSETS**

	<b>Leasehold improvements £</b>	<b>Office equipment £</b>	<b>Motor vehicles £</b>	<b>Total £</b>
<b>Cost</b>				
At 1 April 2021	71,863	56,696	11,998	140,557
Additions	-	4,010	-	4,010
Disposals	-	(830)	-	(830)
At 31 March 2022	<u>71,863</u>	<u>59,876</u>	<u>11,998</u>	<u>143,737</u>
<b>Depreciation</b>				
At 1 April 2021	69,332	45,170	4,448	118,950
Charge for the year	843	8,423	1,511	10,777
Eliminated on disposals	-	(830)	-	(830)
At 31 March 2022	<u>70,175</u>	<u>52,763</u>	<u>5,959</u>	<u>128,897</u>
<b>Net book value</b>				
At 31 March 2022	<u>1,688</u>	<u>7,113</u>	<u>6,039</u>	<u>14,840</u>
At 31 March 2021	<u>2,531</u>	<u>11,526</u>	<u>7,550</u>	<u>21,607</u>

**HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

**COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022  
(CONTINUED)**

---

**15 FIXED ASSET INVESTMENTS**

**Other investments**

	<b>Listed securities £</b>	<b>Total £</b>
<b>Cost or Valuation</b>		
At 1 April 2021	469,215	469,215
Revaluation	20,344	20,344
Additions	500,000	500,000
	<u>989,559</u>	<u>989,559</u>
At 31 March 2022	<u>989,559</u>	<u>989,559</u>
<b>Net book value</b>		
At 31 March 2022	<u>989,559</u>	<u>989,559</u>
At 31 March 2021	<u>469,215</u>	<u>469,215</u>

The total unrealised gains for the year are £20,344 (2021 - £121,341).

**16 STOCK**

	<b>2022 £</b>	<b>2021 £</b>
Stocks	<u>2,021</u>	<u>2,227</u>

**HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

**COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022  
(CONTINUED)**

---

**17 DEBTORS**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Trade debtors	2,125	971
Prepayments and accrued income	413,273	189,319
VAT recoverable	6,712	3,879
Other debtors	15,557	13,325
	<u>437,667</u>	<u>207,494</u>

**18 CREDITORS: amounts falling due within one year**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Trade creditors	4,195	7,169
Other taxation and social security	17,115	13,445
Other creditors	26,829	28,607
Accruals and deferred income	37,543	32,536
	<u>85,682</u>	<u>81,757</u>
	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Deferred income at 1 April 2021	(6,370)	(6,274)
Resources deferred in the period	(1,000)	(6,370)
Amounts released from previous periods	6,370	6,274
Deferred income at year end	<u>(1,000)</u>	<u>(6,370)</u>

## HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

### COMPANY LIMITED BY GUARANTEE

#### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022 (CONTINUED)

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#### 19 OBLIGATIONS UNDER LEASES AND HIRE PURCHASE CONTRACTS

The total value of future minimum lease payments was as follows:

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Within one year	98,676	85,990
In two to five years	<u>107,600</u>	<u>113,805</u>
	<u><u>206,276</u></u>	<u><u>199,795</u></u>

#### 20 PENSION AND OTHER SCHEMES

##### Defined contribution pension scheme

The charity operates a defined contribution pension scheme as well as contributing to the NHS pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £66,394 (2021 - £66,876). Contributions totalling £7,849 (2021 - £9,562) were payable to the funds at the balance sheet date.

**HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

**COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022 (CONTINUED)**

---

**21 FUNDS**

	<b>Balance at 1 April 2021 £</b>	<b>Incoming resources £</b>	<b>Resources expended £</b>	<b>Other recognised gains/(losses) £</b>	<b>Balance at 31 March 2022 £</b>
<b>Unrestricted</b>					
<i>General</i>					
General funds	2,400,518	1,816,947	(1,089,919)	20,344	3,147,890
<b>Restricted</b>					
Permanent Endowment	325	-	-	-	325
Hospice UK	-	304,882	(304,882)	-	-
<b>Total restricted</b>	<u>325</u>	<u>304,882</u>	<u>(304,882)</u>	<u>-</u>	<u>325</u>
<b>Total funds</b>	<u>2,400,843</u>	<u>2,121,829</u>	<u>(1,394,801)</u>	<u>20,344</u>	<u>3,148,215</u>

**Hospice UK**

The NHSE awarded funding to allow the hospice to make available bed capacity and community support from April 2021 to July 2021 to provide support to people with complex needs in the context of the COVID-19 situation and to provide bed capacity and community support from November 2021 to March 2022 for the same purpose.

**HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

**COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022 (CONTINUED)**

---

**21 FUNDS (continued)**

	<b>Balance at 1 April 2020 £</b>	<b>Incoming resources £</b>	<b>Resources expended £</b>	<b>Other recognised gains/(losses) £</b>	<b>Balance at 31 March 2021 £</b>
<b>Unrestricted funds</b>					
<i>General</i>					
General funds	1,709,392	1,590,954	(1,021,169)	121,341	2,400,518
<b>Restricted</b>					
Permanent Endowment	325	-	-	-	325
Hospice UK	-	303,802	(303,802)	-	-
<b>Total restricted funds</b>	<u>325</u>	<u>303,802</u>	<u>(303,802)</u>	<u>-</u>	<u>325</u>
<b>Total funds</b>	<u>1,709,717</u>	<u>1,894,756</u>	<u>(1,324,971)</u>	<u>121,341</u>	<u>2,400,843</u>

## HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

### COMPANY LIMITED BY GUARANTEE

#### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022 (CONTINUED)

---

#### 22 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	<b>Unrestricted funds General £</b>	<b>Restricted funds £</b>	<b>Total funds at 31 March 2022 £</b>
Tangible fixed assets	14,840	-	14,840
Fixed asset investments	989,559	-	989,559
Current assets	2,229,173	325	2,229,498
Current liabilities	<u>(85,682)</u>	<u>-</u>	<u>(85,682)</u>
Total net assets	<u>3,147,890</u>	<u>325</u>	<u>3,148,215</u>

	<b>Unrestricted funds General £</b>	<b>Restricted funds £</b>	<b>Total funds at 31 March 2021 £</b>
Tangible fixed assets	21,607	-	21,607
Fixed asset investments	469,215	-	469,215
Current assets	1,991,453	325	1,991,778
Current liabilities	<u>(81,757)</u>	<u>-</u>	<u>(81,757)</u>
Total net assets	<u>2,400,518</u>	<u>325</u>	<u>2,400,843</u>

#### 23 ANALYSIS OF NET FUNDS

	<b>At 1 April 2021 £</b>	<b>Financing cash flows £</b>	<b>At 31 March 2022 £</b>
Cash at bank and in hand	<u>1,782,057</u>	<u>7,753</u>	<u>1,789,810</u>
Net debt	<u>1,782,057</u>	<u>7,753</u>	<u>1,789,810</u>

**HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

**COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022  
(CONTINUED)**

---

**24 RELATED PARTY TRANSACTIONS**

Trustee indemnity insurance amounting to £500 (2021 - £500) was paid by the charity during the year.

**25 PARENT AND ULTIMATE PARENT UNDERTAKING**

The ultimate controlling party of the charity is the Board of Trustees.

**HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

England & Wales - Charity number 1095708

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# Accounts

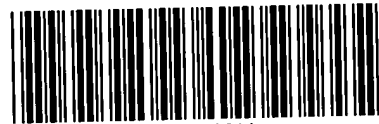
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**COMPANY REGISTRATION NUMBER: 04609579**  
**CHARITY REGISTRATION NUMBER: 1095708**

**Registrar of Companies**

**HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**  
**COMPANY LIMITED BY GUARANTEE**  
**ANNUAL REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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COMPANIES HOUSE

**David Allen**  
Chartered Accountants & Statutory Auditor  
Dalmar House  
Barras Lane Estate  
Dalston  
Carlisle  
CA5 7NY

**HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

**COMPANY LIMITED BY GUARANTEE**

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## **HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

### **COMPANY LIMITED BY GUARANTEE**

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

---

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charity for the year ended 31 March 2021.

#### **OBJECTIVES AND ACTIVITIES**

##### ***Objects and aims***

The objectives of the Charity are to relieve the suffering of and provide palliative and supportive care to persons of either sex who are suffering from any terminal illness, or from any other physical or mental infirmity, disability or disease by the establishment and provision of domiciliary and supportive care and in such other ways as the trustees shall from time to time determine.

The Charity's sole area of charitable activity is the provision of clinical services including palliative and end of life nursing care, bereavement and family support, lymphoedema, occupational and complementary therapies in patients' homes.

The Charity has worked to achieve these objectives by providing specially trained clinicians who complement the services provided by District Nurses, General Practitioners and Macmillan Nurses, thus making the "staying at home" option a realistic one. Its services are open to all palliative and end of life patients regardless of their age, address (within our clinical boundaries), end-stage illness or financial circumstances. The service is entirely free to the patients and their families.

The Charity's Business Plan states that these services will be delivered by:

- Improving patient care for as long as necessary by empowering and giving a realistic choice to those who wish to die at home.
- Optimising the workforce, so as to provide a skilled clinical workforce that encompasses best practice, complementing the primary health care teams and Specialist Services.
- Providing a level of nursing care and support that meets the needs of the patient, their relatives and carers which is free at the point of need.
- Engaging and developing partnership working with both statutory and voluntary organisations including those providing specialist palliative care services.
- Setting out the funding strategy based on the changing requirements of the Charity's objectives.
- Matching the administration of the Charity to the Clinical Services offered.
- Extending the Clinical Services offered as determined by need and by national and local agendas as finances allow.

## **HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

### **COMPANY LIMITED BY GUARANTEE**

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

---

##### ***Objectives, strategies and activities***

###### ***Palliative Care Development***

Palliative care is the active total care of patients whose illness is not responsive to curative treatments. Control of pain, of other symptoms and of psychological, social and spiritual problems is paramount. The goal of palliative care is the achievement of the best possible quality of life for patients and their families. End of life care is an important part of palliative care and usually refers to the management of patients at the stage where there is steady deterioration in a patient's condition and death is close.

###### ***Fundraising disclosures***

The Charity is registered with the Fundraising regulator, the voluntary independent regulator of charitable fundraising in the UK. Hospice at Home follow their code of practice which ensures that fundraising is respectful, open, honest and accountable to the public. The Charity will continue to adhere to all regulations governing fundraising and follow any best practice guidelines that are issued to ensure positive relations are maintained with the generous local people who support the cause. The fundraising department always aims for the highest standards in fundraising and organise an annual plan which aims to meet the expenditure requirements within the financial plan.

###### ***Public benefit***

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

## **HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

### **COMPANY LIMITED BY GUARANTEE**

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

---

#### **STRATEGIC REPORT**

The following sections for achievements and performance and financial review form the strategic report of the charity.

#### **ACHIEVEMENTS AND PERFORMANCE**

##### Physical Achievements

During the year the number of patient referrals was 824.

Local businesses continue to offer vital support via sponsorship and gifts in kind. The Charity acknowledges the continued financial recession that businesses are enduring and make requests for smaller amounts of funds or gifts in kind. By contacting further businesses for support, the charity is able to forge new links and contacts.

The Business Partners Initiative continues to be successful raising the equivalent of £30,705 (2020: £61,533) from gifts in kind, sponsorship, organised events, soft credits or donations within their businesses during the year. They also help to raise awareness by their support of the Charity within their workplace to staff, customers and clients.

At 31 March 2021 there were 44 business partners (see below). The Charity thanks all Partners and businesses for their vital support and continued commitment.

Arc Eden Ltd	David Allen	More Handles Limited
Appleby Creamery Ltd	Eddie Wannop Ltd	Nilfisk Limited
Armstrong Watson LLP	Eden Housing Association	North Lakes Glass Ltd
Atkinsons Building Contractors Limited	Genevieve	Orton Grange Café & Gifts
Burbush of Penrith	George Hudson	Peter Tyson
Burnetts Solicitors	Integrity Office Ltd	Pioneer Foods Ltd
Carigiet Cowen Ltd	Jill Glencross Independent Funeral Directors	Richardson Funeral Directors
Carlisle Racecourse	John Norris of Penrith	Story Homes Ltd
Carlisle Refrigeration Limited	John Richardson & Son Ltd	Tech 4 Office Equipment
Carlisle United Football Club	Larch Cottage Nurseries	Thomas Graham & Sons Ltd
Cartmell Shepherd Limited	Lloyd Jaguar Land Rover	Trade Copiers
Cranstons Ltd	Logic Business Systems Ltd	Ullswater Steamers
Cubby Construction Limited	Lowther Castle & Gardens	Waitings Ltd
Cumberland Building Society	McKnight & Son Builders Ltd	Wm Armstrong (Longtown) Ltd
Dodd & Co	McVities Group	

## **HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

### **COMPANY LIMITED BY GUARANTEE**

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

---

The impact of Covid 19 on fundraising events was significant with fundraising income severely depleted. The charity's decision not to furlough the fundraising team meant they could continue to liaise with other fundraisers, arrange digital events and keep supporters informed of current news and what is happening in the world of Hospice at Home.

The website is an important tool to raise awareness of the Charity. This enables our supporters to keep up to date with events and initiatives and provides valuable information on the work of the clinical service. Facebook and Twitter have both been used to market events and have helped tremendously on certain occasions to encourage participants to take part and relay the images of events.

As always the Charity's fundraising success could not be achieved without the help and support of individuals and of local businesses and organisations that have generously donated valuable funds and offered sponsorship and support.

#### **FINANCIAL REVIEW**

The accounts show net income over expenditure of £569,785 compared to a deficit of £64,723 in the previous year mainly as a result of increases in most income sources with the obvious exceptions of shop income and functions and events due to the Covid 19 restrictions.

Expenditure was less than the previous year with costs being closely monitored and staff costs reduced following the furloughing of some staff.

Towards the end of the financial year the value of stock market investments rose significantly resulting in gains of £121,341 on the value at the start of the year.

#### ***Policy on reserves***

The Trustees have determined free reserves should be at least equivalent to the greater of 6 months budgeted costs or the potential close down costs. An equivalent sum should be kept in cash reserves separate from other funds and reviewed annually once a new budget has been approved by the Trustees at the accounting date. Reserves exceeded this criteria at the year end. Funds required for the day to day running costs, based on the annual budget, should be kept in the company's bank current account and any instant access account with an institution governed by the financial services compensation scheme (F.S.C.S).

Any other funds not required for the day to day running costs are to be invested in individual UK based institutions covered by the F.S.C.S. or into funds managed on an advisory basis by Arc Eden. The criteria we use to invest in are medium risk investments. Transfers out of managed funds can be made by the Finance and Income Generation Committee but further investments into managed funds are by recommendation of the Finance and Income Generation Committee to the Board.

## **HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

### **COMPANY LIMITED BY GUARANTEE**

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

---

##### ***Principal funding sources***

The Charity received financial support from the Clinical Commissioning Group (CCG) devolved from the NHS and Hospice UK grants funded by NHSE. This contribution to costs gives confidence against a background of the very welcome voluntary support. The Charity is profoundly grateful to all in the community for the excellent support received.

Another form of funding are legacies which the Charity receives from supporters, although this source of income is not guaranteed.

##### **PLANS FOR FUTURE PERIODS**

###### ***Aims and key objectives for future periods***

In the light of what was learned throughout the year Hospice at Home have developed a three-year Strategy (April 2021 - March 2024) outlining four commitments, those of Holistic Exemplary Care, Sustainability, Engaging with Stakeholders and Preparing for Future Needs all of which are underpinned by specific priorities.

The annual business plan (April 2021 – March 2022) identifies the key actions that are required to achieve the priorities within year and over the timescale of the Strategy.

##### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

###### ***Nature of governing document***

The Company is constituted under a Memorandum of Association dated 1 April 2003 and is a registered charity, number 1095708. The principle object of the Company is to provide palliative and supportive care to persons suffering from any terminal illness in their own home.

The Directors of the Company are also Charity Trustees for the purpose of Charity Law and in the Company's Articles of Association are described as Trustees.

## **HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

### **COMPANY LIMITED BY GUARANTEE**

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

---

##### ***Recruitment and appointment of trustees***

The management of the company is the responsibility of the Trustees who are elected and co-opted under the terms of the Articles of Association. The maximum number of Trustees is 15 and the minimum is 3. At each annual general meeting one third of the Trustees for the time being or, if their number is not 3 or a multiple of 3, then the number nearest one third, shall retire from office. The Trustees to retire are those who have been longest in office since their last election.

A review of the Trustees' skills is carried out regularly and where a skill is not represented on the Board potential appointees are either approached to offer themselves for election or advertisements are placed in local newspapers and on the Charity website.

Decisions regarding the management of the Charity are taken at Board meetings which are held every 2 months. There are 4 sub-groups which report to the Board and these are Clinical Assurance, Workforce, Health & Safety and Finance and Income Generation.

The Company Secretary and Chief Executive Officer attend Board meetings but neither has a vote. The Chief Executive Officer takes overall responsibility for leadership of the Charity.

##### ***Induction and training of trustees***

New Trustees attend a briefing session with the Chair and other officers which covers the aims of the Charity, Trustees' duties, the Charity constitution and financial position. It is enhanced by an induction manual produced by Hospice UK. Trustees attend training events as required and support can be accessed via Cumbria Council for Voluntary Services.

##### ***Arrangements for setting key management personnel remuneration***

The policy for care staff is based on the remuneration of similar employees in the NHS using pre 18-19 NHS pay scales and inflated with costs of living increases. The policy for fundraising, office and administration staff is based on National Joint Council pay scales which are local government pay scales used in the voluntary sector.

##### ***Major risks and management of those risks***

###### ***Risk management***

The Trustees have assessed the major risks to which the Company is exposed, including in particular those related to the operations and finance of the Company. This is done through a Corporate Risk Register on a bi-monthly basis. Trustees are satisfied that systems and procedures are in place to mitigate exposure to the major risks.

**HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

**COMPANY LIMITED BY GUARANTEE**

**TRUSTEES' REPORT (INCLUDING DIRECTORS AND STRATEGIC REPORT)**

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**REFERENCE AND ADMINISTRATIVE DETAILS**

**Trustees**

Mr J D Claxton  
Prof S Reveley (appointed 16 February 2021)  
Mr J F McLaren (retired 30 April 2021)  
Mr M K Clementson  
Mr M Cousins  
Mrs M A Drury  
Rev D C Wood  
Dr H A Dunning  
Mrs E A McColgan  
Mrs M Gray (appointed 16 February 2021)  
Mrs D Slater (appointed 16 February 2021)  
Mrs S Black (appointed 16 February 2021)  
Mrs S J Ekins-Parnell (retired 22 November 2020)  
Dr A Miles (retired 31 December 2020)

**Secretary**

Mrs C Sheridan

**Principal Office**

Valley Court  
Barras Lane Estate  
Dalston  
Carlisle  
CA5 7NY

The charity is incorporated in England & Wales.

**Company Registration Number**

04609579

**Charity Registration Number**

1095708

**Solicitors**

Cartmell Shepherd  
Bishops Yards  
Penrith  
CA11 7XS

**Bankers**

Lloyds Bank plc  
5-6 King Street  
Penrith  
CA11 7AP

## HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

### COMPANY LIMITED BY GUARANTEE

### TRUSTEES' REPORT (INCLUDING DIRECTORS AND STRATEGIC REPORT)

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**Auditor**

David Allen  
Chartered Accountants & Statutory Auditor  
Dalmar House  
Barras Lane Estate  
Dalston  
Carlisle  
CA5 7NY

### FINANCIAL INSTRUMENTS

#### *Objectives and policies*

The charity's activities expose it to a number of financial risks including credit risk, cash flow risk and liquidity risk.

#### *Cash flow risk*

The charity's activities expose it primarily to the financial risks of changes in interest rates.

#### *Credit risk*

The charity's principal financial assets are bank balances and cash, trade and other receivables, and investments.

The charity's credit risk is primarily attributable to its trade receivables. The amounts presented in the balance sheet are net of allowances for doubtful receivables. An allowance for impairment is made where there is an identified loss event which, based on previous experience, is evidence of a reduction in the recoverability of the cash flows.

The credit risk on liquid funds and derivative financial instruments is limited because the counterparties are banks with high credit-ratings assigned by international credit-rating agencies.

The charity has no significant concentration of credit risk, with exposure spread over a large number of counterparties and customers.

#### *Liquidity risk*

In order to maintain liquidity to ensure that sufficient funds are available for ongoing operations and future developments, the charity uses a mixture of long-term and short-term cash deposits.

## **HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

### **COMPANY LIMITED BY GUARANTEE**

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

---

#### **Statement of Trustees' Responsibilities**

The trustees (who are also the directors of Hospice at Home Carlisle and North Lakeland for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

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

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and 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.

The annual report and strategic report was approved by the trustees of the charity on 24 August 2021 and signed on its behalf by:



.....  
Mrs E A McColgan  
Trustee

## **HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

### **COMPANY LIMITED BY GUARANTEE**

## **INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

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### **OPINION**

We have audited the financial statements of Hospice at Home Carlisle and North Lakeland (the 'charity') for the year ended 31 March 2021, which comprise the Statement of financial activities, Balance sheet, Statement of cash flows, and Notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is United Kingdom Accounting Standards, comprising Charities SORP - FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and applicable law (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

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

### **BASIS FOR OPINION**

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

### **Conclusions relating to going concern**

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

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

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

### **OTHER INFORMATION**

The trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

## **HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

### **COMPANY LIMITED BY GUARANTEE**

#### **INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

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In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

#### **OPINION ON OTHER MATTERS PRESCRIBED BY THE COMPANIES ACT 2006**

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Trustees' report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Trustees' report has been prepared in accordance with applicable legal requirements.

#### **MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION**

In the light of our knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' report.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

#### **RESPONSIBILITIES OF TRUSTEES**

As explained more fully in the Statement of Trustees' responsibility [set out on page 9], the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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

## **HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

### **COMPANY LIMITED BY GUARANTEE**

#### **INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

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##### **AUDITOR'S RESPONSIBILITIES FOR THE AUDIT OF THE FINANCIAL STATEMENTS**

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

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

- Discussing with the Trustees and Management their policies and procedures regarding compliance with laws and regulations;
- Communicating identified laws and regulations throughout our engagement team and remaining alert to any indications of non-compliance throughout our audit; and
- Considering the risk of acts by the charity which were contrary to the applicable laws and regulations, including fraud.

Our audit procedures in relation to fraud included but were not limited to:

- Making enquiries of the Trustees and Management on whether they had knowledge of any actual, suspected or alleged fraud;
- Gaining an understanding of the internal controls established to mitigate risks related to fraud;
- Discussing amongst the engagement team the risks of fraud; and
- Addressing the risks of fraud through management override of controls by performing journal entry testing.

We are not responsible for detecting fraud and preventing non-compliance and cannot be expected to detect all fraud and non-compliance with all laws and regulations. The primary responsibility for the prevention and detection of irregularities including fraud rests with both the Trustees and Management. As with any audit, there remained a risk of non-detection of irregularities, as these may involve collusion, forgery, intentional omissions, misrepresentations or the override of internal controls.

A further description of our responsibilities is available on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

**HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

**COMPANY LIMITED BY GUARANTEE**

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF HOSPICE AT HOME CARLISLE  
AND NORTH LAKELAND**

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**Use of our report**

This report is made solely to the charitable company's trustees, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its trustees as a body, for our audit work, for this report, or for the opinions we have formed.



ALISON WELTON (Senior Statutory Auditor)  
For and on behalf of  
David Allen  
Chartered Accountants & Statutory Auditor

Dalmar House  
Barras Lane Estate  
Dalston  
Carlisle  
CA5 7NY

Date:..... **7 OCTOBER 2021**

**HOSPICE AT HOME CARLISLE AND NORTH LAKELAND****COMPANY LIMITED BY GUARANTEE****STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2021  
(INCLUDING INCOME AND EXPENDITURE ACCOUNT AND STATEMENT OF TOTAL  
RECOGNISED GAINS AND LOSSES)**

	Note	Unrestricted £	Restricted £	Total 2021 £	Total 2020 £
<b>Income and Endowments:</b>					
Donations and legacies	3	935,106	303,802	1,238,908	605,724
Charitable activities	4	370,568	-	370,568	340,261
Other trading activities - Fundraising trading	5	275,009	-	275,009	399,992
Investment income	6	10,271	-	10,271	15,880
Total income		<u>1,590,954</u>	<u>303,802</u>	<u>1,894,756</u>	<u>1,361,857</u>
<b>Expenditure on:</b>					
<i>Raising funds</i>					
Voluntary income	7	(183,137)	-	(183,137)	(209,284)
Fundraising trading	7	(167,174)	-	(167,174)	(165,264)
Charitable activities	8	<u>(670,858)</u>	<u>(303,802)</u>	<u>(974,660)</u>	<u>(1,052,032)</u>
Total expenditure		<u>(1,021,169)</u>	<u>(303,802)</u>	<u>(1,324,971)</u>	<u>(1,426,580)</u>
Net income/(expenditure) before investment gains/(losses)		569,785	-	569,785	(64,723)
Gain/(loss) on revaluation of investments	15	<u>121,341</u>	<u>-</u>	<u>121,341</u>	<u>(57,106)</u>
Net income/(expenditure)		<u>691,126</u>	<u>-</u>	<u>691,126</u>	<u>(121,829)</u>
Net movement in funds		691,126	-	691,126	(121,829)
<b>Reconciliation of funds</b>					
Total funds brought forward		<u>1,709,392</u>	<u>325</u>	<u>1,709,717</u>	<u>1,831,546</u>
Total funds carried forward	21	<u>2,400,518</u>	<u>325</u>	<u>2,400,843</u>	<u>1,709,717</u>

## HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

### COMPANY LIMITED BY GUARANTEE

#### STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2021 (INCLUDING INCOME AND EXPENDITURE ACCOUNT AND STATEMENT OF TOTAL RECOGNISED GAINS AND LOSSES)

	Note	Unrestricted £	Restricted £	Total 2020 £
<b>Income and Endowments from:</b>				
Donations and legacies	3	605,724	-	605,724
Charitable activities	4	340,261	-	340,261
Other trading activities - Fundraising trading	5	399,992	-	399,992
Investment income	6	<u>15,880</u>	-	<u>15,880</u>
Total income		<u>1,361,857</u>	-	<u>1,361,857</u>
<b>Expenditure on:</b>				
Voluntary income	7	(209,284)	-	(209,284)
Fundraising trading	7	(165,264)	-	(165,264)
Charitable activities	8	<u>(1,052,032)</u>	-	<u>(1,052,032)</u>
Total expenditure		<u>(1,426,580)</u>	-	<u>(1,426,580)</u>
Net expenditure before investment gains/(losses)		(64,723)	-	(64,723)
Gains/losses on investment assets		<u>(57,106)</u>	-	<u>(57,106)</u>
Net expenditure		(121,829)	-	(121,829)
Transfers between funds		<u>4,602</u>	<u>(4,602)</u>	-
Net movement in funds		(117,227)	(4,602)	(121,829)
<b>Reconciliation of funds</b>				
Total funds brought forward		<u>1,826,619</u>	<u>4,927</u>	<u>1,831,546</u>
Total funds carried forward	21	<u>1,709,392</u>	<u>325</u>	<u>1,709,717</u>

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2021 and 2020 is shown in note 21.

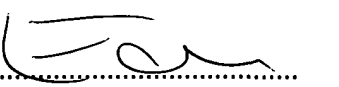
**HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

**COMPANY LIMITED BY GUARANTEE**

**BALANCE SHEET AS AT 31 MARCH 2021**

	<b>Note</b>	<b>2021 £</b>	<b>2020 £</b>
<b>Fixed assets</b>			
Tangible assets	14	21,607	45,501
Investments	15	<u>469,215</u>	<u>347,874</u>
		<u>490,822</u>	<u>393,375</u>
<b>Current assets</b>			
Stocks	16	2,227	2,924
Debtors	17	207,494	325,549
Cash at bank and in hand		<u>1,782,057</u>	<u>1,074,071</u>
		1,991,778	1,402,544
<b>Creditors: Amounts falling due within one year</b>	18	<u>(81,757)</u>	<u>(86,202)</u>
<b>Net current assets</b>		<u>1,910,021</u>	<u>1,316,342</u>
<b>Net assets</b>		<u>2,400,843</u>	<u>1,709,717</u>
<b>Funds of the charity:</b>			
<b>Restricted income funds</b>			
Restricted funds	21	325	325
<b>Unrestricted income funds</b>			
Unrestricted funds		<u>2,400,518</u>	<u>1,709,392</u>
<b>Total funds</b>	21	<u>2,400,843</u>	<u>1,709,717</u>

The financial statements on pages 14 to 34 were approved by the trustees, and authorised for issue on 24 August 2021 and signed on their behalf by:

  
.....  
Mrs E A McColgan

Trustee

Registration number: 04609579

**HOSPICE AT HOME CARLISLE AND NORTH LAKELAND****COMPANY LIMITED BY GUARANTEE****STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 MARCH 2021**

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	Note	2021 £	2020 £
<b>Cash flows from operating activities</b>			
Net cash income/(expenditure)		691,126	(121,829)
<b>Adjustments to cash flows from non-cash items</b>			
Depreciation	10	24,805	26,830
Investment income	6	(10,271)	(15,880)
Revaluation of investments		<u>(121,341)</u>	<u>57,106</u>
		584,319	(53,773)
<b>Working capital adjustments</b>			
Decrease in stocks	16	698	651
Decrease/(increase) in debtors	17	118,056	(179,558)
(Decrease)/increase in creditors	18	<u>(4,445)</u>	<u>3,630</u>
Net cash flows from operating activities		<u>698,628</u>	<u>(229,050)</u>
<b>Cash flows from investing activities</b>			
Interest receivable and similar income	6	10,271	15,880
Purchase of tangible fixed assets	14	<u>(913)</u>	<u>(18,413)</u>
Net cash flows from investing activities		<u>9,358</u>	<u>(2,533)</u>
Net increase/(decrease) in cash and cash equivalents		707,986	(231,583)
Cash and cash equivalents at 1 April		<u>1,074,071</u>	<u>1,305,654</u>
Cash and cash equivalents at 31 March	23	<u><u>1,782,057</u></u>	<u><u>1,074,071</u></u>

All of the cash flows are derived from continuing operations during the above two periods.

## **HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

### **COMPANY LIMITED BY GUARANTEE**

#### **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021**

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##### **1 CHARITY STATUS**

The charity is limited by guarantee, incorporated in England & Wales, and consequently does not have share capital. Each of the members are liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

The address of its registered office is:

Valley Court  
Barras Lane Estate  
Dalston  
Carlisle  
CA5 7NY

These financial statements were authorised for issue by the trustees on 24 August 2021.

##### **2 ACCOUNTING POLICIES**

###### **Summary of significant accounting policies and key accounting estimates**

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

###### **Statement of compliance**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

###### **Basis of preparation**

Hospice at Home Carlisle and North Lakeland meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

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

## **HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

### **COMPANY LIMITED BY GUARANTEE**

#### **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021**

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##### **Going concern**

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

##### **Income and endowments**

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

##### ***Donations and legacies***

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

##### ***Grants receivable***

Grants are recognised when the charitable company has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

##### ***Other trading activities***

Income from fundraising events undertaken in the year is recognised when there is evidence of entitlement, receipt is probable and its amount can be measured reliably.

##### ***Investment income***

Interest on deposit funds held is included when receivable and the amount can be measured reliably by the charity which is normally upon notification of the interest paid or payable by the bank.

##### **Expenditure**

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

##### ***Raising funds***

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

## HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

### COMPANY LIMITED BY GUARANTEE

#### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

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##### ***Charitable activities***

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

##### **Support costs**

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

##### **Taxation**

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

##### **Tangible fixed assets**

Individual fixed assets costing £1,000 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

##### **Depreciation and amortisation**

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

<b>Asset class</b>	<b>Depreciation method and rate</b>
Office equipment	25% Straight line
Motor vehicles	20% Reducing balance
Leasehold property improvements	20% Straight line

## **HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

### **COMPANY LIMITED BY GUARANTEE**

#### **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021**

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##### **Fixed asset investments**

Fixed asset investments, other than programme related investments, are included at market value at the balance sheet date. Realised gains and losses on investments are calculated as the difference between sales proceeds and their market value at the start of the year, or their subsequent cost, and are charged or credited to the Statement of Financial Activities in the period of disposal.

Unrealised gains and losses represent the movement in market values during the year and are credited or charged to the Statement of Financial Activities based on the market value at the year end.

##### **Stock**

Stock is valued at the lower of cost and estimated selling price less costs to complete and sell, after due regard for obsolete and slow moving stocks.

##### **Trade debtors**

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

##### **Cash and cash equivalents**

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

##### **Trade creditors**

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

## **HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

### **COMPANY LIMITED BY GUARANTEE**

#### **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021**

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##### **Fund structure**

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Designated funds are unrestricted funds which have been set aside by the Trustees for a particular purpose. The aim and use of each designate fund is set out in the notes to the financial statements.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

##### **Financial instruments**

###### ***Recognition and measurement***

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

###### ***Fair value measurement***

The best evidence of fair value is a quoted price for an identical asset in an active market. When quoted prices are unavailable, the price of a recent transaction for an identical asset provides evidence of fair value as long as there has not been a significant change in economic circumstances or a significant lapse of time since the transaction took place. If the market is not active and recent transactions of an identical asset on their own are not a good estimate of fair value, the fair value is estimated by using a valuation technique.

## HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

### COMPANY LIMITED BY GUARANTEE

#### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

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### 3 INCOME FROM DONATIONS AND LEGACIES

	<b>General £</b>	<b>Restricted £</b>	<b>Total 2021 £</b>	<b>Total 2020 £</b>
Donations and legacies;				
Memorials	97,431	-	97,431	65,085
Personal	110,781	-	110,781	79,249
Organisations	69,468	-	69,468	48,999
Functions and events	101,880	-	101,880	188,159
Legacies	22,334	-	22,334	96,070
Gifts in kind	15,030	-	15,030	24,077
Hospice UK grant	-	303,802	303,802	-
Unrestricted grants	<u>518,182</u>	<u>-</u>	<u>518,182</u>	<u>104,085</u>
	<u>935,106</u>	<u>303,802</u>	<u>1,238,908</u>	<u>605,724</u>

The Hospice UK grant was funded by NHSE.

Unrestricted grants includes income received from the Coronavirus Job Retention Scheme.

### 4 INCOME FROM CHARITABLE ACTIVITIES

	<b>Unrestricted General £</b>	<b>Total 2021 £</b>	<b>Total 2020 £</b>
CCG devolved from the NHS grant	<u>370,568</u>	<u>370,568</u>	<u>340,261</u>

### 5 INCOME FROM OTHER TRADING ACTIVITIES

	<b>Unrestricted General £</b>	<b>Total 2021 £</b>	<b>Total 2020 £</b>
Trading income;			
Shop income	128,084	128,084	208,515
Hundreds club	-	-	1,244
Other sales	31,174	31,174	23,316
Car leasing contributions	17,746	17,746	21,092
Internally generated event income	<u>98,005</u>	<u>98,005</u>	<u>145,825</u>
	<u>275,009</u>	<u>275,009</u>	<u>399,992</u>

**HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

**COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021**

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**6 INVESTMENT INCOME**

	<b>Unrestricted</b>		
	<b>General</b>	<b>Total</b>	<b>Total</b>
	<b>£</b>	<b>2021</b>	<b>2020</b>
		<b>£</b>	<b>£</b>
Interest receivable and similar income;			
Investment income	<u>10,271</u>	<u>10,271</u>	<u>15,880</u>

**7 EXPENDITURE ON RAISING FUNDS**

**a) Costs of generating donations and legacies**

	<b>Unrestricted</b>		
	<b>General</b>	<b>Total</b>	<b>Total</b>
	<b>£</b>	<b>2021</b>	<b>2020</b>
		<b>£</b>	<b>£</b>
Other fundraising costs	29,935	29,935	66,286
Premises costs	13,704	13,704	16,931
Wages and salaries	125,500	125,500	112,434
Employer's national insurance	9,256	9,256	8,823
Depreciation	<u>4,742</u>	<u>4,742</u>	<u>4,810</u>
	<u>183,137</u>	<u>183,137</u>	<u>209,284</u>

**HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

**COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021**

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**b) Costs of trading activities**

	<b>Unrestricted</b>	<b>Total</b>	<b>Total</b>
	<b>General</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Fundraising trading costs;			
Other trading costs	7,760	7,760	7,757
Direct shop running costs	52,104	52,104	58,309
Hundred Club payments	-	-	436
Wages and salaries	100,442	100,442	91,734
Employer's national insurance	4,806	4,806	4,965
Depreciation	2,062	2,062	2,063
	<u>167,174</u>	<u>167,174</u>	<u>165,264</u>

**8 PROVISION OF CARE**

	<b>Unrestricted</b>	<b>Restricted</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Nursing expenditure and consumables	72,744	-	72,744	79,491
Wages and salaries	453,900	303,802	757,702	797,583
Employers' national insurance	47,556	-	47,556	51,996
Volunteer expenses	826	-	826	6,318
Gifts in Kind	284	-	284	3,077
Allocated support costs (Note 9)	95,548	-	95,548	113,567
	<u>670,858</u>	<u>303,802</u>	<u>974,660</u>	<u>1,052,032</u>

**HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

**COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021**

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**9 ANALYSIS OF SUPPORT COSTS**

**Support costs allocated to provision of care**

	<b>Total 2021 £</b>	<b>Total 2020 £</b>
Wages and salaries	36,236	47,513
Employer's national insurance	2,608	4,419
Premises costs	3,490	4,501
Depreciation	18,001	19,957
Other cost	<u>35,213</u>	<u>37,177</u>
	<u><u>95,548</u></u>	<u><u>113,567</u></u>

**10 NET INCOMING/OUTGOING RESOURCES**

Net incoming/(outgoing) resources for the year include:

	<b>2021 £</b>	<b>2020 £</b>
Operating leases - other assets	80,594	81,278
Audit fees	3,000	3,000
Other non-audit services	1,500	1,500
Depreciation of fixed assets	<u>24,805</u>	<u>26,830</u>

**11 TRUSTEES REMUNERATION AND EXPENSES**

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

## HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

### COMPANY LIMITED BY GUARANTEE

#### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

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#### 12 STAFF COSTS

The aggregate payroll costs were as follows:

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
<b>Staff costs during the year were:</b>		
Wages and salaries	1,019,881	1,049,264
Social security costs	<u>64,226</u>	<u>70,203</u>
	<u><u>1,084,107</u></u>	<u><u>1,119,467</u></u>

There has been a reduction in staff costs as a result of furloughing several staff throughout the financial year.

The monthly average number of persons (including senior management team) employed by the charity during the year expressed as full time equivalents was as follows:

	<b>2021</b>	<b>2020</b>
	<b>No</b>	<b>No</b>
Fundraising staff	8	8
Clinical staff	41	39
Trading staff	8	7
Housekeeping staff	<u>1</u>	<u>1</u>
	<u><u>58</u></u>	<u><u>55</u></u>

No employee received emoluments of more than £60,000 during the year.

The total employee benefits of the key management personnel of the charity were £156,668 (2020 - £153,932).

#### 13 TAXATION

The charity is a registered charity and is therefore exempt from taxation.

**HOSPICE AT HOME CARLISLE AND NORTH LAKELAND****COMPANY LIMITED BY GUARANTEE****NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021**

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**14 TANGIBLE FIXED ASSETS**

	<b>Leasehold improvements £</b>	<b>Office equipment £</b>	<b>Motor vehicles £</b>	<b>Total £</b>
<b>Cost</b>				
At 1 April 2020	71,863	55,783	11,998	139,644
Additions	-	913	-	913
At 31 March 2021	<u>71,863</u>	<u>56,696</u>	<u>11,998</u>	<u>140,557</u>
<b>Depreciation</b>				
At 1 April 2020	57,045	34,540	2,560	94,145
Charge for the year	<u>12,287</u>	<u>10,630</u>	<u>1,888</u>	<u>24,805</u>
At 31 March 2021	<u>69,332</u>	<u>45,170</u>	<u>4,448</u>	<u>118,950</u>
<b>Net book value</b>				
At 31 March 2021	<u>2,531</u>	<u>11,526</u>	<u>7,550</u>	<u>21,607</u>
At 31 March 2020	<u>14,818</u>	<u>21,243</u>	<u>9,438</u>	<u>45,499</u>

**15 FIXED ASSET INVESTMENTS****Other investments**

	<b>Listed securities £</b>	<b>Total £</b>
<b>Cost or Valuation</b>		
At 1 April 2020	347,874	347,874
Revaluation	<u>121,341</u>	<u>121,341</u>
At 31 March 2021	<u>469,215</u>	<u>469,215</u>
<b>Net book value</b>		
At 31 March 2021	<u>469,215</u>	<u>469,215</u>
At 31 March 2020	<u>347,874</u>	<u>347,874</u>

The total unrealised gains for the year are £121,341 (2020 - £57,160 loss).

**HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

**COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021**

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**16 STOCK**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Stocks	<u>2,227</u>	<u>2,924</u>

**17 DEBTORS**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Trade debtors	971	2,905
Prepayments and accrued income	189,319	291,344
VAT recoverable	3,879	5,712
Other debtors	<u>13,325</u>	<u>25,588</u>
	<u>207,494</u>	<u>325,549</u>

**18 CREDITORS: amounts falling due within one year**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Trade creditors	7,169	8,843
Other taxation and social security	13,445	16,503
Other creditors	28,607	25,608
Accruals and deferred income	<u>32,536</u>	<u>35,248</u>
	<u>81,757</u>	<u>86,202</u>
	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Deferred income at 1 April 2020	(6,274)	(11,133)
Resources deferred in the period	(6,370)	(6,274)
Amounts released from previous periods	<u>6,274</u>	<u>11,133</u>
Deferred income at year end	<u>(6,370)</u>	<u>(6,274)</u>

**HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

**COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021**

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**19 OBLIGATIONS UNDER LEASES AND HIRE PURCHASE CONTRACTS**

The total value of future minimum lease payments was as follows:

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Within one year	85,990	97,974
In two to five years	<u>113,805</u>	<u>182,415</u>
	<u><u>199,795</u></u>	<u><u>280,389</u></u>

**20 PENSION AND OTHER SCHEMES**

**Defined contribution pension scheme**

The charity operates a defined contribution pension scheme as well as contributing to the NHS pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £66,876 (2020 - £67,970). Contributions totalling £9,562 (2020 - £7,568) were payable to the funds at the balance sheet date.

**HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

**COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021**

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**21 FUNDS**

	<b>Balance at 1 April 2020 £</b>	<b>Incoming resources £</b>	<b>Resources expended £</b>	<b>Other recognised gains/(losses) £</b>	<b>Balance at 31 March 2021 £</b>
<b>Unrestricted</b>					
<i>General</i>					
General funds	1,709,392	1,590,954	(1,021,169)	121,341	2,400,518
<b>Restricted</b>					
Permanent Endowment	325	-	-	-	325
Hospice UK	-	303,802	(303,802)	-	-
<b>Total restricted</b>	<u>325</u>	<u>303,802</u>	<u>(303,802)</u>	<u>-</u>	<u>325</u>
<b>Total funds</b>	<u>1,709,717</u>	<u>1,894,756</u>	<u>(1,324,971)</u>	<u>121,341</u>	<u>2,400,843</u>

**Hospice UK**

The NHSE awarded funding to allow the hospice to make available bed capacity and community support from April 2020 to July 2020 to provide support to people with complex needs in the context of the COVID-19 situation and to provide bed capacity and community support from November 2020 to March 2021 for the same purpose.

HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

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	Balance at 1 April 2019 £	Incoming resources £	Resources expended £	Transfers £	Other recognised gains/(losses) £	Balance at 31 March 2020 £
<b>Unrestricted funds</b>						
<i>General</i>						
General funds	1,826,619	1,361,857	(1,426,580)	4,602	(57,106)	1,709,392
<b>Restricted</b>						
Restricted funds - fixed assets	4,602	-	-	(4,602)	-	-
Permanent Endowment	325	-	-	-	-	325
<b>Total restricted funds</b>	<u>4,927</u>	<u>-</u>	<u>-</u>	<u>(4,602)</u>	<u>-</u>	<u>325</u>
<b>Total funds</b>	<u>1,831,546</u>	<u>1,361,857</u>	<u>(1,426,580)</u>	<u>-</u>	<u>(57,106)</u>	<u>1,709,717</u>

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**HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

**COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021**

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**22 ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	<b>Unrestricted funds General £</b>	<b>Restricted funds £</b>	<b>Total funds at 31 March 2021 £</b>
Tangible fixed assets	21,607	-	21,607
Fixed asset investments	469,215	-	469,215
Current assets	1,991,453	325	1,991,778
Current liabilities	<u>(81,757)</u>	<u>-</u>	<u>(81,757)</u>
Total net assets	<u>2,400,518</u>	<u>325</u>	<u>2,400,843</u>

	<b>Unrestricted funds General £</b>	<b>Restricted funds £</b>	<b>Total funds at 31 March 2020 £</b>
Tangible fixed assets	45,501	-	45,501
Fixed asset investments	347,874	-	347,874
Current assets	1,402,219	325	1,402,544
Current liabilities	<u>(86,202)</u>	<u>-</u>	<u>(86,202)</u>
Total net assets	<u>1,709,392</u>	<u>325</u>	<u>1,709,717</u>

**23 ANALYSIS OF NET FUNDS**

	<b>At 1 April 2020 £</b>	<b>Financing cash flows £</b>	<b>At 31 March 2021 £</b>
Cash at bank and in hand	<u>1,074,071</u>	<u>707,986</u>	<u>1,782,057</u>
Net debt	<u>1,074,071</u>	<u>707,986</u>	<u>1,782,057</u>

**HOSPICE AT HOME CARLISLE AND NORTH LAKELAND**

**COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021**

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**24 RELATED PARTY TRANSACTIONS**

There were no trustees' expenses reimbursed in the year and there have been no additional related party transactions incurred during the year.

Trustee indemnity insurance amounting to £500 (2020 - £400) was paid by the charity during the year.

**25 PARENT AND ULTIMATE PARENT UNDERTAKING**

The ultimate controlling party of the charity is the Board of Trustees.

**26 GOING CONCERN**

The trustees have considered the impact of the COVID-19 pandemic on the Charity following the year end and concluded that the Charity is a going concern.