

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 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 LAKE LAND

## INDEPENDENT AUDITOR'S REPORT

### TO THE MEMBERS OF HOSPICE AT HOME CARLISLE AND NORTH LAKE LAND

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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.

# 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

		Unrestricted funds 2023 £	Restricted funds 2023 £	Endowment funds 2023 £	Total 2023 £	Total 2022 £
	Notes					
<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

		Unrestricted funds 2022 £	Restricted funds 2022 £	Endowment funds 2022 £	Total 2022 £
	Notes				
<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>					
<b>Raising funds</b>					
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	(134,369)		(85,681)	
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**

**Company registration number 04609579**

.....

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

# HOSPICE AT HOME CARLISLE AND NORTH LAKELAND

## STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 MARCH 2023

	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

---

### 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



# 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	-
	<hr/>	<hr/>
Fundraising	275,825	223,402
	<hr/>	<hr/>
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	-
	<hr/>	<hr/>
Trading	221,385	183,557
	<hr/>	<hr/>
	497,210	406,959
	<hr/>	<hr/>

# 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
	<u>1,033,503</u>	<u>901,592</u>
Share of support costs (see note 9)	162,365	70,258
Share of governance costs (see note 9)	81,418	15,991
	<u>1,277,286</u>	<u>987,841</u>
<b>Analysis by fund</b>		
Unrestricted funds	1,249,004	682,959
Restricted funds	28,282	304,882
	<u>1,277,286</u>	<u>987,841</u>

# 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	<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 2023**

### 11 Auditor's remuneration

<b>Fees payable to the charity's auditor and associates:</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
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:

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

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

# 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	Unrestricted funds
	2023 £	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	1,325,245
<b>Carrying amount</b>	
At 31 March 2023	1,325,245
At 31 March 2022	989,559

### 18 Stocks

	2023 £	2022 £
Raw materials and consumables	4,749	2,021

### 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
	331,129	437,667

### 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
		134,369	85,681

# 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

Deferred income is included in the financial statements as follows:

	2023 £	2022 £
Deferred income is included within:		
Current liabilities	600	1,000
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
Deferred income at 31 March 2023	600	1,000

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>

#### 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>



# 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:

	2023 £	2022 £
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.

	2023 £	2022 £
Aggregate compensation	<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

28	Cash generated from operations	2023	2022
		£	£
	(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>	<b>52,910</b>	<b>503,926</b>
<hr/>			
29	<b>Analysis of changes in net funds</b>		
	The charity had no debt during the year.		