

The UK Friends of the Shepherd's Hospice

Annual Report of the charity for the year to 5 April 2021

Name

The name of the charity during the year was "The UK Friends of the Shepherd's Hospice"
Since the year-end it has been changed to Palliative Care Sierra Leone.
It is registered with the Charity Commission for England and Wales with number 1113653

Trustees

The following individuals served as trustees throughout the year:-

Jacqueline Anne Boulton	
Ruth Elizabeth Cecil	(Chair)
Michael Richard Hurton	
Kathryn Ingham	(Secretary)
Elizabeth Mary Rose	
Peter Ronald Pegram Stokes	(Treasurer)
Esther Dorothy Walker	

Structure

The charity is an unincorporated association governed by a Deed of Trust executed on 5 January 2006 by the original trustees and amended by further Deeds on 8 August 2016 and 19 February 2019.

Objectives and Activities

The objectives of the charity are

- (i) The promotion of the charitable purposes of the Shepherd's Hospice in Sierra Leone and
- (ii) The advancement of health by supporting the development of palliative care in Sierra Leone

The first objective has been met by making grants to the Hospice for specific purposes; including the remuneration of medical staff; and meeting some of the charges for care and drugs for poorer patients.

To meet the second objective the Trustees have agreed to meet part of the cost of a project being run by a British doctor designed to:

- increase the number of healthcare professionals in Sierra Leone trained in palliative care
- establish a network of PC healthcare workers who can help and support each other
- produce Sierra Leonean trainers in Palliative Care for ongoing training and development, who could help set up teams in other hospitals, and be involved in undergraduate training.

After an interruption caused by the precautions taken in Sierra Leone against the COVID 19 virus this project was re-started at the end of August 2020, based on a Palliative Care Unit [PCU] in the Connaught Hospital in Freetown, Sierra Leone. Since then a number of further training sessions have been held for health professionals from other parts of the country.

The trustees have complied with the duty in section 4 of the Charities Act 2006 to have due regard to guidance on public benefit published by the Charity Commission.

Achievements and Performance

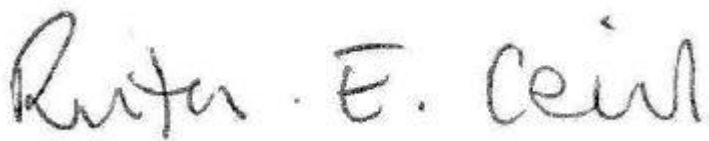
The charity has continued to provide the level of support to the Shepherd's Hospice which the trustees consider appropriate. The project to develop palliative care in Sierra Leone is beginning to bear fruit – to the extent that the trustees have received two donations from grateful relatives of individuals treated in the Palliative Care Unit.

Financial Matters

Financial statements have been prepared for the year on an accruals basis.

The trustees aim to keep reserves which are sufficient, but not significantly more than sufficient, to enable the charity to continue its regular activities without sudden interruption; and to meet any foreseeable exceptional expenditure. A part of the reserves held at the year-end (of the order of £4,000) is likely to be needed to meet grants for the PCU project during the next one to two years that will not be matched by new donations. The trustees believe that the balance of the reserves is consistent with their policy.

Signed on behalf of the trustees by their authorised signatory

A handwritten signature in dark ink, appearing to read 'Ruth E. Cecil'. The script is cursive and somewhat stylized, with the first name 'Ruth' being more prominent.

Ruth E Cecil

**The UK Friends of the Shepherd
STATEMENT OF FINANCIAL AFFAIRS FOR THE YEAR ENDED 31 MARCH 2019**

	Note	Unrestricted Funds £
INCOMING RESOURCES		
Voluntary income	2(a)	11,446
Fundraising activities	2(b)	2,250
Income from investments	2(c)	7
TOTAL INCOMING RESOURCES		13,703
RESOURCES EXPENDED		
Charitable activities	3(a)	9,930
Cost of fundraising activities	3(b)	53
Other resources used	3(c)	69
TOTAL RESOURCES EXPENDED		10,052
Net incoming / (outgoing) resources		3,651
Balance brought forward		18,894
Balance carried forward		22,545
BALANCE SHEET AS AT 31 MARCH 2019		
CURRENT ASSETS		
Debtors	4(a)	870
Cash at bank & in hand	4(b)	21,675
		22,545
THE FUNDS OF THE CHARITY		
Unrestricted	6	22,545
Restricted		-
TOTAL		22,545

The notes numbered 1 -6 form a part of these accounts

pherd's Hospice
THE YEAR ENDED 5 APRIL 2021

Restricted Funds	TOTAL	TOTAL y/e 5.4.20
£	£	£
12,019	23,465	6,829
-	2,250	4,887
-	7	28
<u>12,019</u>	<u>25,722</u>	<u>11,744</u>
7,720	17,650	14,015
-	53	69
-	69	407
<u>7,720</u>	<u>17,772</u>	<u>14,491</u>
4,299	7,950	- 2,747
580	19,474	22,221
<u>4,879</u>	<u>27,424</u>	<u>19,474</u>

5 APRIL 2021

314	1,184	1,481
4,565	26,240	17,993
<u>4,879</u>	<u>27,424</u>	<u>19,474</u>
-	22,545	18,894
4,879	4,879	580
<u>4,879</u>	<u>27,424</u>	<u>19,474</u>

The UK Friends of the Shepherd's Hospice
NOTES TO THE FINANCIAL STATEMENTS

1 ACCOUNTING POLICIES

Basis of financial statements

The financial statements have been prepared on the accruals basis. They include all transactions for which the Trustees are responsible in law.

Fund accounting

Restricted funds derive from donations made for a specific purpose. They may only be used for the purpose for which they were given.

The use of other funds is *unrestricted*, except that all funds must be used to further the objectives of the Trustees.

The charity does not have any *endowment* funds.

Income and expenditure

Donations are accounted for when they are received; Gift Aid recoveries when the relevant Gift Aid declaration is received, whichever is later. Grants are accounted for when a payment is made; and the recipient has been informed of the amount to be paid. Other expenditure is accounted for when it falls due for payment. All items are accounted for gross.

Assets

The charity does not possess any fixed assets. Any expenditure on other tangible assets is accounted for as it was spent.

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related donation or a
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**The UK Friends of the Sheph
NOTES TO THE FINANCIAL STATEMENTS FOR 1**

	Unrestricted Funds £
2(a) Voluntary income	
Regular donations by direct credit	360
Donations via giving websites*	837
Amazon & Easyfundraising	39
Other donations	8,743
Donations at or via Surbiton Church#	600
Tax recovery	867
	<u>11,446</u>
* -- Virgin Money Giving and Stewardship Giving	
# - Anglican parish of Surbiton, Saint Andrew and Saint Mark	
2(b) Activities for generating funds	
Quiz	-
Lunches	1,340
Carol singing	-
Wine tasting	910
	<u>2,250</u>
2(c) Income from investments	
Bank interest	7
	<u>7</u>
TOTAL INCOMING RESOURCES	<u>13,703</u>
3. RESOURCES EXPENDED	
3(a) Charitable activities	
Grants to Hospice	9,825
Support to Dr Mary Bunn	-
Bank fees on remittances	105
	<u>9,930</u>
3(b) Cost of fundraising activities	
Wine for tasting	53
Quiz costs	-
	<u>53</u>
3(c) Other resources used	
Bank account fees	69
Visit to Sierra Leone	-
	<u>69</u>

TOTAL RESOURCES USED

10,052

4. CURRENT ASSETS

4(a) Debtors

Gift Aid claim

870

4(b) Cash at bank and in hand

Cash in hand

20

CAF Bank Cash Account

1,267

CAF Gold Account

20,388

21,675

erd's Hospice
THE YEAR ENDED 5 APRIL 2021

Restricted Funds £	TOTAL £	TOTAL y/e 5.4.20 £
600	960	840
1,730	2,567	38
-	39	16
9,375	18,118	2,897
-	600	1,557
314	1,181	1,480
<u>12,019</u>	<u>23,465</u>	<u>6,829</u>
-	-	1,248
-	1,340	3,206
-	-	433
-	910	-
<u>-</u>	<u>2,250</u>	<u>4,887</u>
-	7	28
<u>12,019</u>	<u>25,722</u>	<u>11,744</u>
560	10,385	8,870
7,160	7,160	5,000
-	105	145
<u>7,720</u>	<u>17,650</u>	<u>14,015</u>
-	53	-
-	-	69
<u>-</u>	<u>53</u>	<u>69</u>
-	69	60
-	-	347
<u>-</u>	<u>69</u>	<u>407</u>

<u>7,720</u>	<u>17,772</u>
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<u>14,491</u>

<u>314</u>	<u>1,184</u>
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<u>1,481</u>

-	20
565	1,832
4,000	24,388
<u>4,565</u>	<u>26,240</u>

20
3,592
14,381
<u>17,993</u>

The UK Friends of the Shepherd's Hospice
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR END

	<u>Unrestricted</u> £	<u>Restricted</u> £
5 <u>Fund details</u>		
General fund	22,183	-
Mary Bunn Fund	362	4,879
Patient Support Fund	-	-
	<u>22,545</u>	<u>4,879</u>

The Mary Bunn Funds are used to support Dr. Bunn in promoting palliative care. The restricted fund is credited with donations where the donor has stipulated that they only be used in this way. Other donations from Dr. Bunn's friends and relations but the trustees have treated these donations as forming the basis of a designated fund. Receipts relating to the Patient Support Fund were remitted to the Shepherd's Hospice that they will be used to provide financial assistance to patients. There was a nil balance on the fund at the year end; and no further donations were received.

6 Staff Costs

The charity has no employees.

One trustee was reimbursed the cost of wine used at a fundraising event.

Otherwise, none of the trustees received any payment as remuneration; or as reimbursement of expenses.

No financial value has been placed on the work of volunteers, without which the charity could not have operated.

ED 5 APRIL 2021

<u>Total</u>	Total
£	5.4.20
22,183	18,894
5,241	500
-	80
<u>27,424</u>	<u>19,474</u>

in Sierra Leone.
at their giving should
were not so restricted
ited fund to support Dr. Bunn.
lospice subject to a condition

will be accepted to it.

expenses
e charity could not function.

Independent examiner's report to the trustees of The UK Friends of the Shepherd's Hospice

I report on the accounts of the Trust for the year ended 5 April 2021, which are set out on the four following pages.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Name: JOHN TRESS

Relevant professional body: INSTITUTE OF CHARTERED ACCOUNTANTS IN ENGLAND AND WALES

Membership number: 1982199

Address: 152 Camberwell New Road, London, SE5 0RR

Date: 10 May 2021