



**THE BUTTERFLY HOSPICE TRUST
(LIMITED BY GUARANTEE)**

**Company Number: 05325476 (England & Wales)
Charity Number: 1113697**

**DIRECTORS' AND TRUSTEES' REPORT
AND ACCOUNTS FOR THE YEAR ENDED
31 JULY 2020**

Dexter & Sharpe
The Old Vicarage
Church Close
Boston
Lincolnshire
PE21 6NA

THE BUTTERFLY HOSPICE TRUST

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THE BUTTERFLY HOSPICE TRUST

COMPANY INFORMATION

Trustees (Active)	Lorraine Lenton	(Chair)
	Christine Bonneywell	(Vice-chair – appointed 2/11/20)
	Gurdip Samra	
	Mark Smith	
	Deborah Oldham	
	Darren Hamilton	
	Jenny Fryer	(appointed 15/9/20)
Nicolas Dunmore	(appointed 17/11/20)	

Trustees (Resigned)	Yvonne Slater	(Vice-chair – resigned 2/11/20)
	Pamela Bell	(resigned 20/3/20)
	Nicola Richardson	(resigned 19/9/20)
	Alan Coupland	(resigned 28/10/20)
	David Matthewson	(resigned 5/11/20)

Registered Office	Rowan Way Boston Lincolnshire PE21 9DH
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Independent Examiner	Nicola Lenton FCCA Dexter & Sharpe The Old Vicarage Church Close Boston Lincolnshire PE21 6NA
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Company Number	0532476 (England & Wales)
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Charity Number	1113697
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Solicitors	Chattertons Solicitors 28 Wide Bargate Boston Lincolnshire PE21 6RT
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Bankers	Barclays Bank plc 55 Market Place Boston Lincolnshire PE21 6LU
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THE BUTTERFLY HOSPICE TRUST
TRUSTEES' REPORT
FOR THE YEAR ENDED 31 JULY 2020

The trustees, who are directors for the purposes of company law, present their strategic report for the year ended 31 July 2020, in compliance with s414C of the Companies Act 2006.

Objects and aims

The charity's objective is:- "to relieve sickness and suffering and to promote the spiritual well-being of adults in South East Lincolnshire requiring palliative care by the establishment and maintenance of a hospice and associated services."

Our strategy for achieving our objectives continues to be by developing our organisation and encouraging interaction and activities with the various communities supporting the hospice. This is achieved by networking, consultation with our partners and communities. The Trust and clinical staff and volunteers are encouraged to participate in internal discussions and support the prioritising of various areas of development. The Trust continues to develop partnership working and to encourage multi- service use of the Hospice for the benefit of patients and families.

The ongoing working relationship the Trust continues to develop with the Commissioners is vital to ensure the provision of services most needed to serve our communities.

Fundraising is vital and we have an ongoing wide programme of fundraising activities planned for the next twelve months and these, together with our retail activity and the highly valued efforts of a number of other community organisations and corporate supporters, will continue to increase our funds. We continue to provide speakers to other local organisations in order to widen community understanding and support for our aims and objectives.

Public benefit

The activities undertaken by the charity to further public benefit include the provision of free 24-hour patient care in the hospice for those who need it funded by the income taken from the shops under the control of the charity and the fundraising activities carried out.

The trustees confirm that they have complied with the requirements of section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Relationships with related parties

The trust continues to maintain relationships with a wide range of local and regional organisations which include other local third sector organisations, local councils, Lincolnshire NHS Trusts, Clinical Commissioners and others.



THE BUTTERFLY HOSPICE TRUST

TRUSTEES' REPORT CONTINUED FOR THE YEAR ENDED 31 JULY 2020

Achievements & Performance

The financial year 2019-2020 was a year which began and ended with much appreciation for all the efforts of those past and present, who have contributed to this cherished charitable trust and our wonderful hospice.



This was a year of immense challenge requiring the utmost of dedication and perseverance of all those associated with the charity. The coronavirus pandemic arrived mid-point through this accounting year.

Hospice turns Five

While the start of our financial year begins in August, it also coincided with an important birthday celebration – the Butterfly Hospice in-patient-unit's 5th birthday. After many years of fundraising, the dream of opening the hospice had become a reality and with trustees, our clinical partners LCHS, patients and families, local dignitaries and business supporters, staff and volunteers, our celebrations began in earnest.

A garden tea party was held with the grand opening of our Memory Walk, with the laying of the foundation stone; donated by the Howard family.

(Photo: The Howards together in memory and in celebration)

Butterfly Hospice Event Calendar

The Autumn months in 2019 saw our annual Big Bike Ride, which always proves a hit with local cyclists, both professional and amateur – with routes from 9 miles to 66 miles!

We also held our Light up a Life service at St Botolph's Church in Boston (the Stump). This occasion is always very well attended. A torch procession was introduced this year, and was followed from the Pescod Shopping Centre through to the market place and into the historic church.

Exciting plans were in place to launch our first 'Strictly Lincolnshire Dance' event in the Summer months, with all tickets sold-out in the early part of 2020. Celebrity guests and judges were lined up, as well as the contestants who were all keen to dance the light fantastic, and all in support of The Butterfly Hospice Trust!

Sadly, this event was cancelled owing to the coronavirus pandemic and our other events were postponed.



Adversity is inevitable, but difficulties or misfortunes don't have to keep you from achieving your intended goals and finding the happiness you seek in business and in life.
Lao Tzu, Philosopher

THE BUTTERFLY HOSPICE TRUST

TRUSTEES' REPORT CONTINUED FOR THE YEAR ENDED 31 JULY 2020

Coronavirus Pandemic and its impact on The Butterfly Hospice Trust

As the pandemic took hold in the United Kingdom, the impact on the Butterfly Hospice was devastating, but not insurmountable. In the early part of April, a mutual decision between the charity and its clinical partners, was made to temporarily suspend the hospice service. The clinical staff returned to work on the frontline of the NHS, while the charity refocused on the charitable business and its sustainability.

As a small local charity, every effort was made to protect and preserve. This meant utilising the governmental schemes and grants for our retail division and staffing costs. Most staff, were placed on furlough. The management and Board of Trustees continued to review on a daily basis how to continue the survival of the charity, while all retail, events management and fundraising activities were on hold.

The retail sector is pivotal to our charity and six months prior to lockdown, we had opened up a fifth shop in the market town of Wisbech; to close so early on into trading was disappointing but we resolved to continue to build on our retail arm. Behind the scenes we concentrated on a shop relocation (in the seaside town of Skegness) to obtain a larger seafront premises, as well as review our warehouse capacity and future income-raising potential.

Fortunately, the Summer months did bring about the return of Retail to our town high streets, and a recall of staff and our much-valued volunteers. The charity entered into a rebirth. The ways in which we have operated pre-pandemic were reviewed and adjusted. Meetings were held through conference calls, personal protective equipment became the norm and online fundraisers began.

The Hospice site continued to receive the care and attention it deserves with some internal redecoration and reconfiguration. Our beautiful gardens were maintained primarily from our incredibly dedicated garden volunteers whose effort and talent is most appreciated.



Hospice Reopens

Vitality talks began in earnest about the restart of the hospice with the commissioners and LCHS.

We are delighted that the hospice is open and receiving patients, this owes to the firm commitment and belief in the Butterfly Hospice, as a crucial service in Boston and its surrounding districts.

"I was happy to leave my father in your team's care as it was a good place for him to be. The respect shown to him and the care given was exceptional. I am eternally grateful to the way we were both looked after. His request for his favourite last meal put a huge smile on his face and that's all anyone can ask for." Next of Kin: January 2020

THE BUTTERFLY HOSPICE TRUST
TRUSTEES' REPORT CONTINUED
FOR THE YEAR ENDED 31 JULY 2020

FINANCIAL REVIEW

Policy on reserves

During the year, the board of trustees conducts an annual review of the level of unrestricted reserves not committed or invested in tangible fixed assets ("the free reserves") in the general fund, by considering the risks associated with the various income streams, expenditure plans and balance sheet items. This enables an estimate to be made of the level of reserves that are sufficient: i) to allow for reorganisation in the event of a downturn of income or asset values ii) to protect ongoing work programmes. Under the constitution, the charity has the power to make any investment which the trustees see fit provided appropriate advice is taken from a professionally qualified person under the Financial Services Act 1986.

Principal funding sources

The principal ongoing funding sources for the charity are currently by way of donations, fundraising activities and our retail division consisting of premises in Boston, Spalding, Skegness, Louth and Wisbech.

Investment policy and objectives

The trust seeks to maximise income without putting funds at risk. The trustees will continue to monitor the needs for investing funds on a regular basis.

Risk management

The trustees actively review the major risks which the charity faces on a regular basis and, combined with an annual review of the controls over key financial systems, they believe the charity could provide sufficient resources in the event of adverse conditions.

THE BUTTERFLY HOSPICE TRUST

TRUSTEES' REPORT CONTINUED FOR THE YEAR ENDED 31 JULY 2020

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees are required by law to prepare financial statements for each financial year which give a true and fair view of the financial activities of the charity and of its financial position at the end of that year. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether the policies adopted are in accordance with the Companies Act 2006 and with applicable accounting standards and statements of recommended practices, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to assume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to 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.

Approved by order of the board of trustees on **16 February 2021** and signed on its behalf by:

.....
Lorraine Lenton
Trustee, Chair



THE BUTTERFLY HOSPICE TRUST
INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
THE BUTTERFLY HOSPICE TRUST

I report on the accounts for the year ended 31 July 2020 set out on pages nine to seventeen.

Responsibilities and basis of report

As the charity's trustees of the Company (who are also the directors of the company for the purposes of company law), you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

Having satisfied myself that the accounts of the Company are not required to be audited for this year under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ("the 2011 Act"). In carrying out my examination, I have followed the Directions given by the Charity Commission (under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

NICOLA LENTON FCCA

Independent Examiner

Dexter & Sharpe
Chartered Certified Accountants
The Old Vicarage
Church Close
Boston
Lincolnshire
PE21 6NA

17 February 2021

THE BUTTERFLY HOSPICE TRUST

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 JULY 2020
(INCORPORATING INCOME AND EXPENDITURE ACCOUNT)

Notes	Restricted Funds £	Unrestricted Funds £	2020 £	2019 £
Income and Endowments from:				
4 Donations and legacies	24,978	121,834	146,812	219,085
Fundraising events	2,993	47,323	50,316	57,721
5 Charitable trading income	-	478,368	478,368	340,234
6 Investment income	-	1,015	1,015	1,055
Meal income	-	4,841	4,841	6,094
Room Hire	-	-	-	500
Total Income	<u>27,971</u>	<u>653,381</u>	<u>681,352</u>	<u>624,689</u>
Expenditure on:				
<i>Costs of generating funds</i>				
7 Shop and furniture and electrical expenditure	-	(222,308)	(222,308)	(210,078)
7 Warehouse expenditure	(407)	(47,983)	(48,390)	(42,207)
7 Fundraising costs	(2,043)	(57,162)	(59,205)	(72,863)
	<u>(2,450)</u>	<u>(327,453)</u>	<u>(329,903)</u>	<u>(325,148)</u>
<i>Charitable activities</i>				
8 Management and administration	(690)	(151,257)	(151,947)	(162,706)
8 Hospice costs	(4,726)	(154,761)	(159,487)	(159,504)
	<u>(5,416)</u>	<u>(306,018)</u>	<u>(311,434)</u>	<u>(322,210)</u>
Total expenditure	<u>(7,866)</u>	<u>(633,471)</u>	<u>(641,337)</u>	<u>(647,358)</u>
Net income/(expenditure)	<u>20,105</u>	<u>19,910</u>	<u>40,015</u>	<u>(22,669)</u>
<i>Exceptional items</i>				
Gift aid reclaim release/(provision)	-	55,938	55,938	(59,074)
Net movement in funds	<u>20,105</u>	<u>75,848</u>	<u>95,953</u>	<u>(81,743)</u>
Reconciliation of funds				
Total funds brought forward	<u>440,723</u>	<u>1,218,964</u>	<u>1,659,687</u>	<u>1,741,430</u>
16 Total funds carried forward	<u><u>460,828</u></u>	<u><u>1,294,812</u></u>	<u><u>1,755,640</u></u>	<u><u>1,659,687</u></u>

CONTINUING OPERATIONS

All income and expenditure has arisen from continuing activities.

The notes on pages 11 to 17 form part of these accounts

THE BUTTERFLY HOSPICE TRUST
COMPANY NUMBER: 302819 (LIMITED BY GUARANTEE)

BALANCE SHEET AS AT 31 JULY 2020

Notes	2020 £	2019 £
Fixed assets		
11 Tangible assets	<u>1,162,040</u>	<u>1,174,225</u>
Current assets		
12 Debtors	24,248	8,620
Cash at bank and in hand	<u>593,895</u>	<u>555,313</u>
	618,143	563,933
13 Creditors: Amounts falling due within one year	(24,543)	(78,471)
Net current assets	<u>593,600</u>	<u>485,462</u>
Net assets	<u>1,755,640</u>	<u>1,659,687</u>
Funds of the charity:		
Restricted funds	460,828	440,723
Unrestricted Income funds		
Unrestricted funds	<u>1,294,812</u>	<u>1,218,964</u>
14 Total funds	<u>1,755,640</u>	<u>1,659,687</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 July 2020.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 July 2020 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and in accordance with FRS102 SORP.

The financial statements were approved by the Board of Trustees on **16 February 2021** and were signed on its behalf by:

.....
Lorraine Lenton
Trustee, Chair

.....
Christine Bonneywell
Trustee, Vice-Chair

The notes on pages 11 to 17 form part of these accounts

THE BUTTERFLY HOSPICE TRUST
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 JULY 2020

1. STATUTORY INFORMATION

The Butterfly Hospice Trust is a charitable company, limited by guarantee, registered in England and Wales. The charitable company's registered number and registered office address can be found on the Company Information page.

2. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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 2016)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £.

Income

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

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, 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 accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Land and Buildings	Not depreciated
Hospice Fixtures & Fittings	10% depreciation reducing balance
Motor Vehicles	25% depreciation reducing balance
Office Equipment	33.3% depreciation reducing balance
Shop Equipment	15% depreciation reducing balance

Taxation

The charity is exempt from corporation tax on its charitable activities.

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £5,685 (2019 - £4,206).

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity.

Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

THE BUTTERFLY HOSPICE TRUST
NOTES TO THE ACCOUNTS CONTINUED
FOR THE YEAR ENDED 31 JULY 2020

2. ACCOUNTING POLICIES continued

Administration expenditure

Administration expenditure includes all expenditure not directly related to the charitable activity or fundraising ventures, this includes costs of running the office premises and governance costs and are allocated to expenditure on the raising of funds or charitable activities as appropriate.

3. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 July 2020.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 July 2020.

4. DONATIONS AND LEGACIES

	Restricted Funds £	Unrestricted Funds £	2020 £	2019 £
General donations	24,778	73,780	98,558	86,994
Legacy	-	-	-	38,079
Grants and trusts	200	29,400	29,600	65,672
Lottery	-	14,244	14,244	13,658
Gift Aid	-	4,410	4,410	14,682
	<u>24,978</u>	<u>121,834</u>	<u>146,812</u>	<u>219,085</u>

The total income from donations and legacies was £146,812 (2019 - £219,085) of which £121,834 (2019 - £193,035) was unrestricted and £24,978 (2019 - £26,050) was restricted.

5. INCOME - CHARITABLE ACTIVITIES

	2020 £	2019 £
Shop income	268,299	311,345
Furniture and electrical income	16,074	25,665
Miscellaneous sales and Covid related grants	193,995	3,224
	<u>478,368</u>	<u>340,234</u>

All income from this source was unrestricted in this and the prior year.

6. INCOME - INVESTMENTS

	2020 £	2019 £
Interest receivable on bank deposits	1,015	1,055

All income from this source was unrestricted in this and the prior year.

THE BUTTERFLY HOSPICE TRUST
NOTES TO THE ACCOUNTS CONTINUED
FOR THE YEAR ENDED 31 JULY 2020

7. RESOURCES EXPENDED – FUNDRAISING

	Restricted Funds £	Unrestricted Funds £	2020 £	2019 £
Shop, furniture and electrical expenditure				
Staff costs	-	132,892	132,892	126,124
Rent	-	64,500	64,500	56,976
Rates and water usage	-	4,421	4,421	5,429
Insurance	-	2,031	2,031	1,692
Light and heat	-	6,780	6,780	6,214
Telephone	-	1,377	1,377	1,298
Postage, stationery and advertising	-	1,954	1,954	1,846
Repairs and Renewals	-	6,631	6,631	7,378
Sundry expenses	-	1,112	1,112	906
Depreciation	-	610	610	715
Legal and Professional	-	-	-	1,500
	-	222,308	222,308	210,078
Warehouse costs				
Staff costs	-	21,976	21,976	14,939
Rent	-	10,000	10,000	10,000
Rates and water usage	-	836	836	1,321
Insurance	-	1,936	1,936	740
Light and heat	-	1,178	1,178	1,251
Telephone	-	366	366	421
Motor Expenses	-	10,096	10,096	10,209
Sundry expenses	-	42	42	51
Postage, stationery and advertising	-	228	228	221
Repairs and renewals	-	1,325	1,325	1,654
Depreciation	407	-	407	543
Profit/Loss on disposal of tangible fixed assets	-	-	-	857
	407	47,983	48,390	42,207
Fundraising costs				
Fundraising	2,043	57,162	59,205	72,863
	2,450	327,453	329,903	325,148

The total costs of generating funds was £329,903 (2019 - £325,148), of which £327,453 (2019 - £320,862) was unrestricted and £2,450 (2019 – £4,286) was restricted.

THE BUTTERFLY HOSPICE TRUST

NOTES TO THE ACCOUNTS CONTINUED

FOR THE YEAR ENDED 31 JULY 2020

8. RESOURCES EXPENDED - CHARITABLE ACTIVITIES

	Restricted Funds £	Unrestricted Funds £	2020 £	2019 £
Management and administration				
Staff costs	-	104,347	104,347	95,805
Light and heat	-	3,221	3,221	3,135
Travelling expenses	-	2,139	2,139	1,843
Courses	-	-	-	877
Rent	-	1,250	1,250	100
Rates and water usage	-	821	821	886
Insurance	-	1,491	1,491	1,129
Telephone and internet	-	2,727	2,727	2,041
Repairs and renewals	587	7,190	7,777	9,022
Printing	-	775	775	1,294
Postage, stationery and advertising	30	5,160	5,190	10,791
Legal and Professional	-	4,463	4,463	17,175
Accountancy and bookkeeping	-	8,274	8,274	7,479
Sundry expenses	-	2,684	2,684	5,334
Depreciation	232	816	1,048	1,346
Release of grant	(236)	-	(236)	(355)
Bank charges	77	5,899	5,976	4,804
	690	151,257	151,947	162,706
Hospice costs				
Rates and water usage	-	1,151	1,151	1,366
Insurance	-	2,609	2,609	1,133
Light and heat	-	8,447	8,447	8,962
Building Maintenance	-	11,103	11,103	2,677
Equipment and maintenance	-	986	986	2,929
Repairs and renewals	-	7,498	7,498	4,482
Courses	-	-	-	1,500
Catering costs	-	5,710	5,710	8,130
Cleaning	-	3,189	3,189	3,395
Sundry expenses	-	123	123	995
Depreciation	5,021	7,033	12,054	13,303
Profit/Loss on disposal of tangible fixed assets	-	-	-	9,096
Release of grant	(295)	-	(295)	(328)
Wages and salaries	-	106,912	106,912	101,864
	4,726	154,761	159,487	159,504
	5,416	306,018	311,434	322,210

The total expenditure on charitable activities was £311,434 (2019 - £322,210), of which £306,018 (2019 - £306,915) was unrestricted and £5,416 (2019 - £15,295) was restricted.

THE BUTTERFLY HOSPICE TRUST
NOTES TO THE ACCOUNTS CONTINUED
FOR THE YEAR ENDED 31 JULY 2020

9. SURPLUS/(DEFICIT) FOR THE YEAR

The deficit of expenditure over income is stated after charging:

	2020	2019
	£	£
Independent examination and other accountancy work	8,274	7,479
Depreciation	14,119	15,907
Release of grant	(531)	(603)
	<u><u> </u></u>	<u><u> </u></u>

The expenditure incurred during the year related to the charitable activities. No direct expenditure was incurred in raising funds and any apportionment of administration expenditure to this activity is insignificant.

10. STAFF COSTS

No remuneration was paid to any trustee or member during the year. The only staff costs were:

	2020	2019
	£	£
Wages and salaries	383,952	358,453
Seasonal security costs	18,031	17,875
Pension costs	5,685	4,206
	<u><u> </u></u>	<u><u> </u></u>

No member of staff was paid more than £60,000.

Average Number of Staff

	2020	2019
Hospice	12	12
Management	5	6
Retail and Warehouse	11	9
Fundraising	2	3
	<u><u> </u></u>	<u><u> </u></u>
	30	30

THE BUTTERFLY HOSPICE TRUST
NOTES TO THE ACCOUNTS CONTINUED
FOR THE YEAR ENDED 31 JULY 2020

11. TANGIBLE FIXED ASSETS

	Land & Buildings £	Hospice fixtures & fittings £	Motor Vehicles £	Office Equipment £	Shop Equipment £	Total £
Cost						
At 1 August 2019	1,046,103	190,607	2,895	29,964	19,061	1,288,630
Additions	-	1,265	-	604	65	1,934
Disposals	-	-	-	-	-	-
At 31 July 2020	1,046,103	191,872	2,895	30,568	19,126	1,290,564
Depreciation						
At 1 August 2019	-	70,892	1,267	27,231	15,015	114,405
Charge for the year	-	12,054	407	1,048	610	14,119
Eliminated on disposals	-	-	-	-	-	-
At 31 July 2020	-	82,946	1,674	28,279	15,625	128,524
Net book value						
At 31 July 2020	1,046,103	108,926	1,221	2,289	3,501	1,162,040
At 31 July 2019	1,046,103	119,715	1,628	2,733	4,046	1,174,225

12. DEBTORS DUE WITHIN ONE YEAR

	2020 £	2019 £
Accrued income and grants	9,756	-
Prepayments	9,843	4,030
VAT recoverable	4,649	4,590
	24,248	8,620

13. CREDITORS AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020 £	2019 £
Trade creditors	1,287	319
Other creditors	15,142	6,226
Accruals	4,985	9,191
Fixed asset funds	3,129	3,660
Gift aid reclaim provision	-	59,075
	24,543	78,471

The balance of the provisions for gift aid has been released following communications with HMRC, and agreement to correct the compliance issues, with no requirement to make any further repayments.

THE BUTTERFLY HOSPICE TRUST
NOTES TO THE ACCOUNTS CONTINUED
FOR THE YEAR ENDED 31 JULY 2020

14. TOTAL FUNDS

	Unrestricted Funds £	Restricted Funds £	Total Funds £
Balance as at 1 August 2019	1,218,964	440,723	1,659,687
Incoming Resources	653,381	27,971	681,352
Resources Expended	(577,533)	(7,866)	(585,399)
Balance as at 31 July 2020	1,294,812	460,828	1,755,640

	Unrestricted Funds £	Restricted Funds £	Total Funds £
Balance as at 1 August 2018	1,307,486	433,944	1,741,430
Incoming Resources	598,329	26,360	624,689
Resources Expended	(686,851)	(19,581)	(706,432)
Balance as at 31 July 2019	1,218,964	440,723	1,659,687

Purposes of restricted funds

The restricted funds all relates to income received from third parties which all have a specific pre-determined use within the charity.

15. SHARE CAPITAL

The company is incorporated under the Companies Act as a Guarantee Company. No share capital has been issued. In the event of the company's winding up each member may be required to contribute an amount not exceeding £1 as a contribution towards the debts and liabilities of the company.

16. COVID

The charity has been in receipt of income under Covid grants amounting to £109,500 and £64,631 in respect of the job retention scheme. These have been included within income from charitable activities.