

**FRIENDS OF THE WILLIAM HARVEY HOSPITAL
(A COMPANY LIMITED BY GUARANTEE)**

REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2023

Registered Charity No: 1122585

Registered Company No: 06261808 (England and Wales)

FRIENDS OF THE WILLIAM HARVEY HOSPITAL

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FRIENDS OF THE WILLIAM HARVEY HOSPITAL

CHARITY REFERENCE AND ADMINISTRATIVE DETAILS

Charity registration number	1122585	
Company registration number	6261808	
President	Marion Dinwoodie	
Chairman	Mrs Susan Heritage	
Vice Chairman	Mrs Margaret Moore	
Treasurer	Mrs Nicola Curd	
Trustees	Mrs Joan Bower Mrs Susan Heritage Mr John Kennedy Mrs Valerie Kennedy Ms Joy McCue Mrs Margaret Moore Mrs Ruth Trent	
Secretary	Mrs Jill Barringer	
Key Management Personnel	Mrs Jill Barringer Mr Darren Sprules	
Registered Office	William Harvey Hospital Kennington Road Willesborough Ashford Kent	
Independent Auditors	Cassidys Chartered Accountants South Stour Offices Roman Road Mersham Ashford Kent TN25 7HS	
Bankers	The Royal Bank of Scotland 17/25 New Rents Ashford Kent	Barclays Bank High Street Ashford Kent
	CafCash 25 Kings Hill Avenue Kings Hill West Malling Kent	Metro Bank 72-76 High Street Bromley Kent
Solicitors	Kingsfords 2 Elwick Road Ashford Kent	

FRIENDS OF THE WILLIAM HARVEY HOSPITAL

TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2023

The Trustees (who are also directors of the charity for the purpose of the Companies Act 2006) present their report and audited financial statements of the charity for the year ended 31 December 2023. The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the annual report and financial statements of the charity.

The financial statements have been prepared in accordance with the accounting policies set out in the notes to the accounts and comply with the charity's governing document, the Charities Act 2011 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

The main objective of the charity is to relieve patients and former patients of the William Harvey Hospital and its associated hospitals and other invalids in the community who are sick, convalescent, disabled, infirm or in need of financial assistance, and, generally to support the charitable work of the hospital.

Public benefit statement

Friends of the William Harvey Hospital meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Trust's aims and objectives and in planning future activities.

Achievements and Performance

The main objective of the charity is to raise funds to facilitate the donation of equipment to the hospital. The charity achieves this objective by operating a shop in the hospital, staffed by both volunteers and paid employees, which primarily sells goods to patients, visitors and hospital staff. It also undertakes fundraising activities. All profits from the hospital shop, donations, legacies, gift aid, investment income and fundraising activities provide our income.

The majority of funds are raised via the Friends' shop in the foyer of the hospital. The shop expansion and refurbishment undertaken at the beginning of 2022 has provided much needed space for stocking additional lines and movement around the shop. This has facilitated the increase in turnover and profits of the shop for 2023. The shop turnover has increased by £298,087 during 2023. During the year £190,657 (2022: £175,689) was donated to the hospital as detailed in note 6.

The hospital shop continues to be popular and provides not only a much needed and reasonably priced service to our patients, visitors and staff, but has also provided an excellent profit to our funds. The shop is professionally run by our shop managers, Darren Sprules and Kimberley Cunningham, who continue to improve the efficient running of the shop. Morale is good and profits improved which has allowed for more funds to be available for the purchase of equipment and services for the hospital.

Financial support from donations and legacies has increased in 2023. During the year legacies of £112,910 were received (2022:£nil).

The charity owned an investment property in Addlestone, Surrey, which had been bequeathed to the charity. It was decided by the Board that it would not be disposed of until the sitting tenant no longer required the property. In December 2023 the property was sold following the vacation of the property by the tenant. Net proceeds amounts to £413,624. The investment property had previously been included in the accounts at a valuation of £485,000. The accounts therefore show a loss on disposal of £71,376.

FRIENDS OF THE WILLIAM HARVEY HOSPITAL

TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2023

Achievements and Performance (continued)

In December 2023 the charity wrapped hundreds of gifts for patients on the wards at Christmas.

As reported in the accounts, gifts to the hospital are accounted for when the charity has committed to the expenditure. On this basis gifts totalling £248,221 (2022: £175,689) have been recognised in the accounts. During the year, a review of outstanding equipment pledges was undertaken. This resulted in previously written off pledges being reinstated. Pledges were increased by £5,531 (2022: decreased by £82,114). Commitments outstanding at the year end totalled £294,773 (2022: £305,958) and includes amounts recognised in previous years but not yet paid for.

The charity depends largely on unpaid volunteers for fundraising and for staffing the hospital shop. We would also like to acknowledge the contribution made by the paid staff in the office and shop for their dedicated service and for ensuring that we always present a professional image. We would like to thank them all for their hard work during the year.

Risk factors

The Trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to them. The Trustees continue to review and monitor the systems for managing the major strategic, business and operational risks which the charity faces.

The principal risk to which the charity is exposed is the withdrawal of the space occupied by the Friends' shop in the foyer of the hospital. Should the space be withdrawn, the charity would need to increase the funds of the charity through alternative fundraising.

Financial review

Income amounted to £1,401,103 (2022: £969,201), an increase of approximately £432,000. Expenditure amounted to £1,357,312 (2022: £946,500) an increase of approximately £410,000. This has resulted in a surplus for the year of £43,791 (2022: surplus of £22,701). As at 31 December 2023 total funds amounted to £941,115 (2022: £897,324).

Reserves policy

It is the policy of the charity to maintain unrestricted funds, which are the free reserves of the charity to provide sufficient funds to meet future expenditure. There are no significant commitments to meet recurring donations with the majority of donations being one-off payments based on individual applications. The charity has unrestricted funds as at 31 December 2023 of £930,261 (2022: £406,603) to meet future expenditure of at least 3 months expenditure which would be in the region of £339,000 (2022: £236,000). The Trustees have achieved this target and are in constant discussions with the Hospital to identify areas where charitable donations can be pledged to utilise the excess reserves.

Investment policy

Investment activities are managed in line with the requirements of the Trustee Act 2000. The Trustees, having regard to the liquidity requirements of operating the charity and to the reserves policy, have operated a policy of keeping available funds in interest bearing deposit accounts.

Plans for the future

The majority of funds are raised via the Friends' shop in the foyer of the hospital. As such the charity will continue to ensure the shop provides goods that meet the needs and desires of its customers, who are primarily patients, visitors and hospital staff. The charity will continue to meet its main objective by donating equipment requested by the hospital.

FRIENDS OF THE WILLIAM HARVEY HOSPITAL

TRUSTEES' ANNUAL REPORT

FOR THE YEAR ENDED 31 DECEMBER 2023

Going concern

The trustees have considered the level of funds held and the expected level of income and expenditure for at least 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern. The trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future and are unaware of any material uncertainties facing the charity that could impact on this conclusion.

Structure, governance and management

Governing document

Friends of the William Harvey Hospital was incorporated as a company limited by guarantee and not having a share capital under the Companies Act 1985 on 29 May 2007. Friends of the William Harvey Hospital is a registered charity, number 1122585 with effect from 4 February 2008 and is established under its Memorandum and Articles of Association dated 29 May 2007.

On 12 May 2016 a Special Resolution was passed to amend the Articles of Association, modifying the quorum of Trustees to be 3 Trustees (previously 6 Trustees). The Trustees must hold at least 4 meetings each year. Decisions are made by a simple majority of votes cast at a meeting. Except for the chairman of the meeting, who has a second or casting vote, every Trustee has one vote on each issue. At the meetings the Trustees are presented with a shopping list by hospital staff, from which the Trustees agree to purchase equipment for the hospital.

Trustees of the charity

The directors of the charity are its Trustees for the purposes of charity law. The Trustees who have served during the year and since the year end were as follows:

Mrs Anna Bishop	(Resigned 9 July 2023)
Mrs Joan Bower	
Mrs Susan Heritage	
Mr John Kennedy	
Mrs Valerie Kennedy	
Mr Michael Lyons	(Resigned 9 January 2024)
Ms Joy McCue	
Mrs Margaret Moore	
Mr Philip Sims	(Resigned 13 March 2023)
Mrs Ruth Trent	(Appointed 13 February 2023)

The charity has no share capital and the members of the board of Trustees have no interest in its surplus or assets and receive no remuneration. No Trustees have any contract or arrangement of a material nature with the charity during the period under review.

Appointment of Trustees

Trustees are appointed at Board Meetings and must consist of a minimum of 3 Trustees and not more than 24 individuals (unless otherwise determined by ordinary resolution).

Recruitment of Trustees

Prospective Trustees are recommended by existing Trustees to join the board of Trustees or advertisements are placed in the local press.

Key management personnel

The Trustees consider the Trustees, the treasurer and the senior management team comprise the key management personnel of the charity in charge of directing and controlling, running and operating the charity on a day to day basis. All Trustees give of their time freely and no Trustee received remuneration in the year. The Trustees approve the remuneration for the key management personnel following recommendations by the Remuneration Committee. The Remuneration Committee consists of the Chairman, Treasurer and one other Trustee.

FRIENDS OF THE WILLIAM HARVEY HOSPITAL

TRUSTEES' ANNUAL REPORT

FOR THE YEAR ENDED 31 DECEMBER 2023

Trustees' responsibilities

The Trustees (who are also directors of the Friends of the William Harvey Hospital for the purposes of company law) are responsible for preparing the Trustees' Annual 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 charity for that period. In preparing these financial statements, the Trustees are required to:

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

Statement as to disclosure of information to auditors

So far as each Trustee is aware, there is no relevant audit information (as defined by Section 418 of the Companies Act 2006) of which the charitable company's auditors are unaware; and each Trustee has taken all the steps that he ought to have taken as a trustee in order to make himself aware of any relevant audit information and to establish that the charitable company's auditors are aware of that information.

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

By Order of the Board
Date: 19 September 2024


Mrs Margaret Moore, Vice Chairman

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF

FRIENDS OF THE WILLIAM HARVEY HOSPITAL

Opinion

We have audited the financial statements of Friends of the William Harvey Hospital ('the 'charitable company') for the year ended 31 December 2023 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and Notes to the Statement of Cash Flows, Notes to the financial statements, including a summary of 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 December 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 of 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 charitable company 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.

Other matter

The financial statements of the charitable company for the year ended 31 December 2022 were not audited, as the charitable company took the available exemptions from the requirement to obtain an audit it was entitled to. Therefore, the corresponding figures are unaudited.

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

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

We have nothing to report in this regard.

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF FRIENDS OF THE WILLIAM HARVEY HOSPITAL

Opinions on other matters prescribed by the Companies Act 2006

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

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

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the trustees' annual 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; 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' exemption in preparing the directors' report.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement set out on page 5, the trustees (who are also the directors of the charitable company for the purposes 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 charitable company'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 a Report of the Auditors 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 specific procedures for this engagement and the extent to which these are capable of detecting irregularities, including fraud is detailed below.

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 charitable company through discussions with trustees and other management and from our experience and knowledge;

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF FRIENDS OF THE WILLIAM HARVEY HOSPITAL

Auditor's responsibilities for the audit of the financial statements (continued)

- 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 charitable company, including the Companies Act 2006, Charities Act 2011, taxation and employment legislation;
- we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management, reviewing minutes of meetings 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 charitable company'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;
- considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations.

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 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;
- enquiring of management as to actual and potential litigation and claims; and
- reviewing correspondence with HMRC.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Auditors.

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.



S G Whorlow
(Senior Statutory Auditor)
For and on behalf of
Cassidys Chartered Accountants
And Registered Auditors

South Stour Offices
Roman Road
Mersham
Ashford
Kent
TN25 7HS

Date: 24th September 2024

FRIENDS OF THE WILLIAM HARVEY HOSPITAL

STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31 DECEMBER 2023

	Note	Unrestricted Funds £	Restricted Funds £	2023 Total £	Unrestricted Funds £	Restricted Funds £	2022 Total £
Income from:							
Donations and legacies	2	135,825	7,346	143,171	9,379	4,047	13,426
Other trading activities	3	1,246,339	-	1,246,339	946,493	-	946,493
Investments	4	11,593	-	11,593	9,282	-	9,282
Total income		1,393,757	7,346	1,401,103	965,154	4,047	969,201
Expenditure on:							
Raising funds	5	1,109,091	-	1,109,091	770,811	-	770,811
Charitable activities	6	246,008	2,213	248,221	173,512	2,177	175,689
Total expenditure		1,355,099	2,213	1,357,312	944,323	2,177	946,500
Net movement in funds		38,658	5,133	43,791	20,831	1,870	22,701
Reconciliation of funds:							
Total funds brought forward		891,603	5,721	897,324	870,772	3,851	874,623
Total funds carried forward		930,261	10,854	941,115	891,603	5,721	897,324

All transactions are derived from continuing activities.

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

FRIENDS OF THE WILLIAM HARVEY HOSPITAL

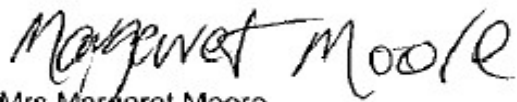
BALANCE SHEET AS AT 31 DECEMBER 2023

	Note	2023		2022	
		£	£	£	£
Fixed assets:					
Tangible assets	12		17,391		23,143
Investment property	13		-		485,000
			<u>17,391</u>		<u>508,143</u>
Current assets:					
Stocks	14	31,758		31,451	
Debtors	15	69,308		20,667	
Cash at bank and in hand		<u>1,192,738</u>		<u>713,920</u>	
		<u>1,293,804</u>		<u>766,038</u>	
Liabilities:					
Creditors falling due within one year	16	<u>(370,080)</u>		<u>(376,857)</u>	
Net current assets			<u>923,724</u>		<u>389,181</u>
NET ASSETS			<u><u>941,115</u></u>		<u><u>897,324</u></u>
The funds of the charity:					
Restricted funds	17		10,854		5,721
Unrestricted Funds	17		930,261		406,603
Designated funds	17		-		485,000
TOTAL FUNDS	18		<u><u>941,115</u></u>		<u><u>897,324</u></u>

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The accounts have been prepared and delivered in accordance with the special provisions applicable to companies subject to the small companies regime.

The financial statements were approved and authorised for issue by the Board of Trustees on 19 September 2024 and signed on its behalf by:


Mrs Margaret Moore
Vice Chairman

The notes on pages 12 to 20 form part of these financial statements

Company Number: 06261808

FRIENDS OF THE WILLIAM HARVEY HOSPITAL

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 DECEMBER 2023

	Note	2023 £	2022 £
Net cash flow from operating activities	19	53,697	30,949
Cash flow from investing activities			
Payments to acquire tangible fixed assets		(96)	(26,023)
Receipts from sales of tangible fixed assets		413,624	-
Interest received		9,733	1,842
Rents received from investment properties		1,860	7,440
Net cash flow from investing activities		<u>425,121</u>	<u>(16,741)</u>
Net increase/(decrease) in cash and cash equivalents		478,818	14,208
Cash and cash equivalents at 1 January 2023		<u>713,920</u>	<u>699,712</u>
Cash and cash equivalents at 31 December 2023		<u><u>1,192,738</u></u>	<u><u>713,920</u></u>

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2023**

1 Accounting policies

1.1 Basis of accounting

Friends of the William Harvey Hospital is a registered charitable company in the United Kingdom. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The address of the registered office is given in the charity information on page 1 of these financial statements. The nature of the charity's operations and principal activities is to relieve patients and former patients of the William Harvey Hospital and its associated hospitals and other invalids in the community who are sick, convalescent, disabled, infirm or in need of financial assistance, and, generally to support the charitable work of the hospital.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are prepared in sterling which is the functional currency of the charity.

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

1.2 Income recognition

All income is included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

No amount is included in the financial statements for volunteer time in line with the SORP (FRS 102). Further detail is given in the Trustees' Annual Report.

Income from trading activities includes income earned from fundraising events and trading activities to raise funds for the charity. Income is received in exchange for supplying goods and services in order to raise funds and is recognised when entitlement has occurred.

Investment income is earned through holding assets for investment purposes such as cash deposits and property. It includes interest and rent. Interest income is recognised using the effective interest method and rent income is recognised as the charity's right to receive payment is established.

1.3 Expenditure recognition

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. Irrecoverable VAT is charged as an expense against the activity for which the expenditure arose. It is categorised under the following headings:

- Costs of raising funds comprise the costs of running the hospital shop, fundraising expenses and the investment property costs, together with the associated support costs.
- Expenditure on charitable activities comprises those costs incurred by the charity in the delivery of its activities and services for beneficiaries. It includes both costs allocated directly to such activities and those costs of an indirect nature necessary to support them.
- The charitable company makes charitable donations in the form of the purchases of specific items of equipment for the William Harvey Hospital. The cost of these donations is taken to the Statement of Financial Activities when the purchase of the equipment has been authorised by the trustees.

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2023

1 Accounting policies (continued)

1.4 Support costs

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office costs, governance costs, administrative payroll costs. They are incurred directly in support of expenditure on the objects of the charity.

The bases on which support costs have been allocated and the analysis of these costs is included in note 7.

1.5 Funds

Unrestricted general funds are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

Designated funds represent unrestricted funds that have been set aside by the trustees for particular purposes. The designated fund balance has been represented to ensure that the fund balance accurately reflects the designation policy adopted by the trustees.

Restricted funds are funds that can only be used for particular restricted purposes within the objects of the charitable company. Restriction arises when specified by the donor or when funds are raised for particular restricted purposes.

1.6 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost (or deemed cost) or valuation less accumulated depreciation and accumulated impairment losses. Fixed assets below £200 are not capitalised. Depreciation is provided on all tangible fixed assets, at rates calculated to write off the cost less estimated residual value, of each asset on a systematic basis over its expected useful life, as follows:

Fixtures and fittings	25% reducing balance
Shop fixtures	25% reducing balance
Computer equipment	25% reducing balance

Impairment

Assets not measured at fair value are reviewed for any indication that the asset may be impaired at each balance sheet date. If such indication exists, the recoverable amount of the asset, or the asset's cash generating unit, is estimated and compared to the carrying amount. Where the carrying amount exceeds its recoverable amount, an impairment loss is recognised in profit or loss unless the asset is carried at a revalued amount where the impairment loss is a revaluation decrease.

1.7 Investment property

Investment properties are measured at fair value at each reporting date with changes in fair value recognised in 'net gains / (losses) on investments' in the SoFA.

1.8 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost includes all costs of purchase, costs of conversion and other costs incurred in bringing stock to its present location and condition. Cost is calculated using the first-in, first-out formula. Provision is made for damaged, obsolete and slow-moving stock where appropriate.

1.9 Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2023

1 Accounting policies (continued)

1.10 Tax

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

1.11 Going concern

The financial statements have been prepared on a going concern basis. The trustees have considered the level of funds held and the expected level of income and expenditure for at least 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern. The trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future and are unaware of any material uncertainties facing the charity that could impact on this conclusion.

1.12 Judgements and key sources of estimation uncertainty

Accounting estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

i. Useful economic lives of tangible assets

The annual depreciation charge for tangible assets is sensitive to changes in the estimated useful economic lives and residual values of the assets. The useful economic lives and residual values are reassessed annually. They are amended when necessary to reflect current estimates, based on technological advancement, future investments, economic utilisation and the physical condition of the assets. See note 12 for the carrying amount of the property plant and equipment, and note 1.6 for the useful economic lives for each class of assets.

ii. Investment property

A key area of judgement is the valuation of land and buildings held for investment purposes. The valuation of the property is reassessed annually. It is amended when necessary to reflect current estimates.

1.13 Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

2 Income from donations	2023	2022
	£	£
Donations and legacies	141,080	11,412
Members subscriptions	990	1,000
Income tax reclaimable	1,101	1,014
	<u>143,171</u>	<u>13,426</u>

The charity benefits greatly from the involvement and enthusiastic support of its volunteers, details of which are given in our annual report. In accordance with FRS 102 and the Charities SORP (FRS 102), the economic contribution of general volunteers is not recognised in the accounts.

3 Income from other trading activities	2023	2022
	£	£
Shop sales	1,243,103	945,016
Victoria Park Fayre	-	10
Kennington Fayre	372	-
Christmas raffle	1,131	740
Cake sales	1,169	-
Easter raffle	564	727
	<u>1,246,339</u>	<u>946,493</u>

4 Income from investments	2023	2022
	£	£
Rental income	1,860	7,440
Interest - deposits	9,733	1,842
	<u>11,593</u>	<u>9,282</u>

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2023

5	Expenditure on raising funds	Direct costs	Support Costs	2023 Total	2022 Total
		£	£	£	£
	Shop expenses	810,132	190,326	1,000,458	741,109
	Other fundraising expenses	744	34,823	35,567	24,346
	Investment property costs	-	73,066	73,066	5,356
		810,876	298,215	1,109,091	770,811

6	Expenditure on charitable activities	2023 Total	2022 Total
		£	£
	Unrestricted expenditure		
	Obstetrics Sonography Samsung W10 Ultrasound System	57,283	-
	Echo Machine/Ultrasound for AMU/SDEC	53,110	-
	4 x Accuvein AV500	23,642	-
	Sonosite S II Ultrasound System	20,447	-
	Charge Box for charging mobiles and devices	13,351	18,000
	8 x Kwikscreens (2022:9)	10,400	20,412
	Baby Pod for transfer of infants	7,066	-
	10 x Over bed tables	5,125	-
	Hip Spica table	4,998	-
	Li-LAC MMC Milk Scanners x 3 (2022: 4)	4,709	4,700
	Bariatric Dialysis Chair	3,800	-
	Nasogastric (NG) Training Mannequin	3,540	-
	8 x Patient Chairs	3,496	-
	Contribution towards refurbishing female showers in Theatres	3,300	-
	2 x Medela Calesca Breast Milk Warmers	3,273	-
	Supine Exercise Bike	2,961	-
	30 x Colourful bedding for children's ward	2,099	-
	Echo Couch – Medi-Plinth ECG03T Echocardiology Plinth	1,958	-
	Child-friendly Kwikscreen and Mural	1,614	-
	Doppler – Ankle Brachial Index Kit	1,518	-
	Kim's boxes	1,370	-
	Fridge for TPN for nutrition of patients	1,161	-
	2 x Bristol Maid Equipment Trolleys and document holders	1,038	-
	Retinal Imagine System for Premature Babies	-	69,000
	MRI Conditional Patient Monitoring Device	-	52,457
	Switchable Glass Films for new A&E Cubicles	-	39,678
	Vascular Ultrasound Machine	-	18,604
	Supine Exercise Bike	-	9,500
	LP20e Defibrillator	-	5,298
	Continuous Passive Motion Machine	-	3,750
	Respiratory Handheld Ultrasound	-	3,734
	Blackout Blinds for NICU Nursery Area	-	3,359
	Reclining Chairs for Fragile Patients x 3	-	1,740
	Christmas presents for wards	2,409	2,080
	Other items less than £1,000	6,809	3,315
		240,477	255,626
	Old pledges written off and adjustments to pledges from previous years	5,531	(82,114)
		246,008	173,512
	Restricted expenditure		
	Other items less than £1,000	2,213	2,177
		248,221	175,689

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2023

7 Allocation of governance and support costs

The charity initially identifies the costs of its support functions. It then identifies those costs which relate to the governance function. Having identified its governance costs, the remaining support costs together with the governance costs are apportioned between the charitable activities undertaken and the raising of funds in the year. The support costs below are directly attributable to the various raising funds activities. Governance costs are allocated pro-rata to income.

	Shop expenses	Raising funds Other fundraising expenses	Investment property costs	2023 Total	2022 Total
	£	£	£	£	£
Staff costs	124,757	31,072	-	155,829	101,948
Training	1,179	288	-	1,467	644
Rates	191	-	-	191	422
Insurance	933	-	420	1,353	519
Repairs and maintenance	1,752	-	1,253	3,005	8,257
Printing, postage and telephone	-	491	-	491	2,295
Marketing	-	-	-	-	416
Book-keeping	13,692	-	-	13,692	13,005
Computer expenses	120	353	-	473	918
Bank charges and interest	1,637	-	-	1,637	1,579
Debit/credit card charges	25,809	-	-	25,809	18,836
Sundry expenses	2,798	989	-	3,787	1,423
Travel	587	-	-	587	357
Depreciation	5,630	172	-	5,802	7,718
Loss on disposal of assets	-	46	71,376	71,422	205
Governance costs (Note 8)	11,241	1,412	17	12,670	8,730
	190,326	34,823	73,066	298,215	167,272

8 Governance costs

	2023 £	2022 £
Advertising	-	-
Legal and professional fees	1,170	-
Audit fee	3,800	-
Independent examiner's fee	(75)	2,375
Accountancy	7,775	6,355
	12,670	8,730

9 Grant commitments

	2023 £	2022 £
As at 1 January 2023	305,958	311,233
New commitments	240,477	255,626
Paid in year	(257,193)	(178,787)
Old pledges written off and adjustments to pledges from previous years	5,531	(82,114)
As at 31 December 2023	294,773	305,958

10 Staff costs and employee benefits

The average number of employees during the year was 9 (2022: 8), all of which related to raising funds for the charity.

There are no employees with emoluments above £60,000 (2022: None).

The total staff costs and employees benefit's was as follows

	2023 £	2022 £
Gross wages	144,939	103,300
Employer's National Insurance	6,902	(2,968)
Employer's pension contributions	3,988	1,616
	155,829	101,948

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2023

11 Trustees' and key management personnel remuneration and expenses

The trustees neither received nor waived any remuneration during the year (2022: £Nil).

The total amount of remuneration received by the two staff who are the key management personnel is £64,894 (2022: £50,898). The Trust considers its key management personnel comprise the shop manager and office secretary.

During the year, no trustees received reimbursement of expenditure incurred on behalf of the charitable company (2022: none).

12 Tangible Assets

	Shop fixtures and fittings	Office fixtures and fittings	Total
	£	£	£
Cost			
As at 1 January 2023	48,706	434	49,140
Additions	(407)	503	96
Disposals	(276)	-	(276)
At 31 December 2023	48,023	937	48,960
Depreciation			
As at 1 January 2023	25,746	251	25,997
Charge for period	5,630	172	5,802
On disposals	(230)	-	(230)
At 31 December 2023	31,146	423	31,569
Net book values			
At 31 December 2023	16,877	514	17,391
At 31 December 2022	22,960	183	23,143

13 Investment property

	£
Valuation	
As at 1 January 2023	485,000
Disposal	(485,000)
Revaluation	-
At 31 December 2023	-
Historical cost	25,000

The investment property relates to 5 Meadway Drive, Addlestone. Rental income was received on this property at a market rate. The property was sold in December 2023.

14 Stocks

	2023	2022
	£	£
Goods for resale	31,758	31,451
	31,758	31,451

15 Debtors

	2023	2022
	£	£
Trade debtors	10,096	14,029
Income tax reclaimable	880	936
Other debtors	57,692	4,967
Prepayments and accrued income	640	735
	69,308	20,667

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2023

16	Creditors: amounts falling due within one year	2023 £	2022 £
	Trade creditors	62,971	61,652
	Grant commitments (Note 9)	294,773	305,958
	Ward funds	-	2,249
	Other taxes and social security	4,992	233
	Other creditors	879	-
	Accruals and deferred income	6,465	6,765
		<u>370,080</u>	<u>376,857</u>

17 Fund reconciliation

Unrestricted funds 2022

	As at 1 January 2022 £	Income £	Expenditure £	Transfers £	As at 31 December 2022 £
Unrestricted	385,772	965,154	(944,323)	-	406,603
Designated:					
Revaluation reserve	460,000	-	-	-	460,000
Investment property	25,000	-	-	-	25,000
	<u>485,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>485,000</u>
	<u>870,772</u>	<u>965,154</u>	<u>(944,323)</u>	<u>-</u>	<u>891,603</u>

Unrestricted funds 2023

	As at 1 January 2023 £	Income £	Expenditure £	Transfers £	As at 31 December 2023 £
Unrestricted	406,603	1,393,757	(1,355,099)	485,000	930,261
Designated:					
Revaluation reserve	460,000	-	-	(460,000)	-
Investment property	25,000	-	-	(25,000)	-
	<u>485,000</u>	<u>-</u>	<u>-</u>	<u>(485,000)</u>	<u>-</u>
	<u>891,603</u>	<u>1,393,757</u>	<u>(1,355,099)</u>	<u>-</u>	<u>930,261</u>

The Designated Funds attributable to the investment property have been transferred to Unrestricted Funds as a result of the disposal of the investment property which took place during the year.

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2023

17 Fund reconciliation (continued)**Restricted funds 2022**

	As at 1 January 2022	Income	Expenditure	Transfers	As at 31 December 2022
	£	£	£	£	£
Cambridge J Ward	105	-	-	-	105
Cambridge K Ward	100	-	-	-	100
CCU	-	192	-	-	192
Celia Blakey	100	-	-	-	100
EEG machine	280	-	-	-	280
ICU Garden	135	-	(135)	-	-
ITU	240	-	-	-	240
Kim's Box	-	20	(20)	-	-
Kings C1	1,300	-	(537)	-	763
Kings D Staff	25	-	-	-	25
NICU	-	737	-	-	737
Padua Ward	-	2,763	(1,185)	-	1,578
Portable ECG machine	631	-	-	-	631
The Closet Project	818	70	(300)	117	705
Theatres	-	265	-	-	265
Toiletries and underwear	117	-	-	(117)	-
	3,851	4,047	(2,177)	-	5,721

Restricted funds 2023

	As at 1 January 2023	Income	Expenditure	Transfers	As at 31 December 2023
	£	£	£	£	£
Bosom Buddies	-	150	-	-	150
Cambridge J Ward	105	-	-	-	105
Cambridge K Ward	100	(100)	-	-	-
CCU	192	-	-	-	192
Celia Blakey	100	-	-	-	100
Channel Day Surgery Centre	-	499	(262)	-	237
EEG machine	280	-	-	-	280
ITU	240	-	-	-	240
Kings A2	-	1,220	-	-	1,220
Kings C1	763	730	(46)	-	1,447
Kings D Staff	25	10	(35)	-	-
NICU	737	210	-	-	947
Padua Ward	1,578	4,327	(1,570)	-	4,335
Portable ECG machine	631	-	-	-	631
The Closet Project	705	300	(300)	-	705
Theatres	265	-	-	-	265
	5,721	7,346	(2,213)	-	10,854

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2023**

17 Fund reconciliation (continued)

Fund descriptions

(a) Unrestricted funds This represents the general funds which can be used in accordance with the charitable objects at the discretion of the trustees.

(b) Designated funds Designated funds represent unrestricted funds that have been set aside by the trustees for particular purposes.

Revaluation reserve This represents the unrealised gains on the investment property which are not considered to be free reserves.

Investment property This represents the original cost of the investment property.

(c) Restricted funds Restricted funds are funds that can only be used for particular restricted purposes within the objects of the charitable company. Restriction arises when specified by the donor or when funds are raised for particular restricted purposes.

Frequently, the amount donated for a specific purpose exceeds the cost of the equipment purchased and a small balance remains in the restricted fund. The trustees actively seek to spend the remaining balance or contact the donor to ask permission to transfer the remaining balance into the general funds. On occasion, a balance can remain unspent for several years, after which the trustees approve the transfer to the general funds of the charity to further the objectives of the charity.

18 Analysis of net assets between funds

2022	Tangible fixed assets	Net current assets	2022 Total
	£	£	£
Unrestricted funds	23,143	383,460	406,603
Designated funds	485,000	-	485,000
Restricted funds	-	5,721	5,721
	<u>508,143</u>	<u>389,181</u>	<u>897,324</u>

2023	Tangible fixed assets	Net current assets	2023 Total
	£	£	£
Unrestricted funds	17,391	912,870	930,261
Restricted funds	-	10,854	10,854
	<u>17,391</u>	<u>923,724</u>	<u>941,115</u>

19 Reconciliation of net income to net cash flow from operating activities

	2023	2022
	£	£
Net income for the year	43,791	22,701
Rents received from investment properties	(1,860)	(7,440)
Interest receivable	(9,733)	(1,842)
Depreciation and impairment of tangible fixed assets	5,802	7,718
Loss on disposal of tangible fixed assets	-	205
(Profit) / loss on disposal of fixed asset investments	71,422	-
Increase in stock	(307)	(8,310)
Increase in debtors	(48,641)	(7,241)
(Decrease)/increase in creditors	(6,777)	25,158
Net cash flow from operating activities	<u>53,697</u>	<u>30,949</u>

20 Related party transactions

During the year the charitable company entered into no transactions with related parties or trustees (2022: None).