



**Helen's Trust**

*Giving people with terminal illness  
the choice to stay at home*



# **Helen's Trust**

# **TRUSTEES' ANNUAL REPORT**

Charity registration number: 1142370 Company registration number: 7655888

# Helen's Trust

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## CHARITY REFERENCE AND ADMINISTRATIVE DETAILS

Charity registration number	1142370
Company registration number	7655888
Trustees	Dr Louise Jordan Sarah Rowland Roger Eccleston
Chief executive officer	Stefan Andrejczuk (retired 31 <sup>st</sup> march 2020) Janet Dunphy (from 1 <sup>st</sup> April 2020)
Registered office	Blythe House Eccles Fold Chapel-en-le-Frith High Peak SK23 9TJ
Independent examiner	Lloyd Piggott St Georges House 56 Peter Street Manchester M2 3NQ
Solicitor	Irwin Mitchell LLP Riverside East 2 Millsands Sheffield S3 8 DT
Bankers	Nat West Bank Chesterfield Branch 5 Market Place Chesterfield Derbyshire S40 1TW

The Trustees present their report and financial statements for Helen's Trust for the financial period 1st October 2019 to 7<sup>th</sup> September 2020. 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 group and charitable company.

## 1. Chair of Trustees Overview from Dr Louise Jordan Oct 2019 – Sept 2020

Helen's Trust remained a driving force in North Derbyshire during this financial year, providing help and much needed support for individuals with a terminal illness, to stay and die in their own home. Our small hard-working dedicated team continued to work tirelessly in their individual roles to fulfil our charitable purpose. On behalf of the Board of Trustees I would like to express our thanks for all the many hours of effort that our team and our dynamic band of volunteers have committed to Helen's Trust, we could not successfully have increased our care without you all.

During this year, many conversations and meetings were held with Blythe House Hospicecare to see if we could work collaboratively to achieve the aims of the charity whilst ensuring a high quality level of care and providing it to as many people as possible in North Derbyshire. What became increasingly clear working with Janet Dunphy (CEO) and Tim Mourne (Chair) was that our core values were identical and working together; we were able to achieve these ideals and be financially far more robust. I would like to thank Stefan Andrejczuk (our then CEO) for his tireless efforts to make this work. Then, came hurricane Covid...nothing anyone could have anticipated. A global pandemic that required us all to flex and adapt very quickly.....and we did.

I would like to thank Stefan Andrejczuk for all he did to get us so ready for the merger. The pace of the collaboration and then merger was accelerated and consolidated by this worldwide crisis. Not only did we have to rapidly look at solutions we also had to do it in a novel way that required us all thinking on our feet very rapidly. I am incredibly grateful to Janet and Tim for this.

Helen's Trust could not have continued to be so successful if it was not for Ruth Brown who immediately took up the referral gauntlet and we actually saw referrals almost double during this time. Of the original Helen's Trust care, co-ordinators one was made redundant and the other decided to resign. They are much missed and greatly valued. The collaboration had just started employing their own health care assistants to provide care in the home. Training them virtually has been challenging but the results have been fantastic.

Whilst the Helen's trust fundraisers were initially furloughed, fund raising went on under the new leadership of Alistair Rogerson and with some amazingly generous donations and grants we did keep afloat. Whilst some fundraisers decided to pursue other jobs in the light of uncertainty due to COVID we were delighted to see Zoe, Rosie and Emily gradually return to work in the fundraising team.

With the merger at the beginning of September 2020 Rachel Heath tendered her resignation. I would like to extend a very sincere thanks to Rachel for her stint as our treasurer, she worked so hard to get our accounts in order and was a quiet but great challenger at board meetings. My thanks also to Roger Eccleston and Sarah Rowland as hugely supportive trustees who now join me on the new board as Helen's trust and Blythe House have merged together.

I remain very proud to be associated with Helen's Trust and its amazing team of employees and volunteers who are all focused and motivated to enable more and more terminally ill individuals to have the choice to stay in their own homes. I know everyone involved with Helen's Trust feels privileged to be a part of the charity, and I would like to thank them for their commitment in this past year. I am equally proud and confident regarding the merger with Blythe House Hospicecare. This guarantees the development and expansion of the core work that Helen's Trust set out to undertake in 2001. Together we truly are stronger.

Dr Louise K A Jordan  
Chair of the board of trustees

## 1.b Trustees of the charity Financial Year 1<sup>st</sup> October 2019 – 7<sup>th</sup> September 2020

The directors of the charitable company are its trustees for the purposes of charity law. The trustees who have devoted their time and expertise during this reporting year were as follows:

- Dr Louise Jordan - Chair
- Sarah Rowland - Deputy Chair
- Rachel Heath – Treasurer (Resigned -06/09/2020)
- Roger Eccleston

The Trustees bring commercial business and professional skills to provide strategic and governance oversight to all Helen's Trust's beneficiary and operational activities.

## 2. Our History

Helen's Trust was established in memory of local Derbyshire woman Helen Louise Lyon.

Born on 27<sup>th</sup> December 1956 in the town of Marple on the edge of the Peak District; Helen went on to train as a beauty therapist and later became a teacher. Helen was totally dedicated to her students and would always go that extra mile to help them achieve success.

In 1997, Helen and her husband Rob settled in Froggatt, a hamlet situated along the banks of the River Derwent. Tragically, at the age of forty, Helen was diagnosed as having breast cancer. From the very beginning, she faced this illness with fortitude and stoical humour. Throughout the very difficult period of treatment, Helen continued with her teaching, house renovations and sharing good moments with her husband, family and friends.

A few years later, the tumour returned with a vengeance, but Helen was determined, within the constraints of her illness, to lead a normal life in her own home. Helen's last few weeks at home were extremely important to her and on 6<sup>th</sup> October 2001, she died peacefully in the familiar surroundings of home, surrounded by the people that she loved. She was just 44 years of age.

Soon after Helen died, it was decided to launch a charity to help people with a terminal illness to exercise their choice to be cared for and to die in their own home. Helen's Trust was launched a week after Helen's funeral in 2001 by family and friends.

The charity is now an important source of support in North Derbyshire and the High Peak, for people of all ages with terminal illnesses to have the help that they need to be able to stay at home in the last months of their life.

## 3. Helen's Trust Service Overview

### Our mission:

To enable anyone with a terminal illness to have the choice to stay in their own home at the end of their life.

### Our Service:

Helen's Trust offers support to people in North Derbyshire with terminal illness who want to stay at home in the final stages of their illness. We can help people of any age, with any terminal illness, with a prognosis of less than six months, who want to stay at home.

Our services are not means tested because we believe this can cause unnecessary delays in providing the help people need. We regularly review our criteria to ensure care gets to those in need quickly and we are providing care in the most cost-effective way. We pride ourselves that we go above and beyond to take action that will enable our beneficiaries to stay in their own home. We also provide signposting services for individuals and act as a resource in pulling packages of care together often bridging gaps that can occur in care packages.

Referrals can be made by anyone and are taken by one of our Referrals Coordinators and assessed against our criteria. They will always ensure that statutory or commissioned services are fulfilling their obligations before we proceed with any support. The support offered by Helen's Trust will be reviewed every three months, or more frequently where it is felt to be appropriate.

Helen's Trust can only fund support which directly enables our beneficiaries to stay in their own home, but the impact of our work goes beyond those that we help directly, and includes friends, family and carers.

We continue to work effectively with the care agencies that we fund to provide services to our beneficiaries. Contracts are in place for each agency which set out clear arrangements for working together, the quality markers that are in place, and costs. These contracts, as well as our insurance policy, help to mitigate against risk and are reviewed on an annual basis.

We have continued to work hard this year to promote our services to the public and to health and social care professionals and as a result have seen an increase yet again in our referrals numbers. We acknowledge the value to our charity and to our beneficiaries of working in partnership with other services, and we continue to strive to make links and nurture professional relationships where we can.

We were extremely pleased to be commissioned, for the sixth year, by Derby and Derbyshire Clinical Commissioning Group to provide night sitting services to patients within their locality. This contract equates to just over 10% of our running costs for night-sits and is, not only a significant contribution financially for us, but is testament to the quality and value of our services, as well as a positive result of our promotional work and nurturing of relationships.

## **Our Strategic Priorities were to:**

1. Increase the profile and awareness of Helen's Trust and the services we provide
2. Increase the support we give to beneficiaries, in terms of overall numbers of referrals, type of support given and referral source
3. Develop a fundraising strategy which will ensure long term sustainability for Helen's Trust
4. To implement a fundraising strategy, that is establishing long term sustainability for Helen's Trust through growth in income
5. To increase the support we give to beneficiaries, in terms of overall numbers of referrals, type of support given and referral source

## **Eligibility Criteria:**

Our dedicated referral team will provide support to an individual to stay at home by following criteria when establishing beneficiary eligibility:

- Diagnosed with a terminal illness
- Likely prognosis less than 6 months
- Beneficiary's GP must be within North Derbyshire boundary covering High Peaks, Dales, Chesterfield areas or live within these localities
- Referrals to support an individual to stay in their own home
- Beneficiary or their families have approached statutory services first and they have been contacted to fulfilling obligations

Once a referral has satisfied the eligibility criteria the following care support can be arranged to facilitate them to return to or stay at home:

6. Night Sitting Service that can:
  1. Assist discharge from hospital
  2. Avoid admission to hospital
  3. Provide Short term carer relief
7. Day Sitting Service that can support the beneficiary's family carers to have a well-earned short break that can then enable them to continue to provide care

Referrals may be received from any of the following:

- District Nurse
- GP
- Care Co-ordinator (GP Surgeries)
- Care ProviderFamily
- Community Team (Nurses, OTs Physios)
- Local Hospices; Ashgate Hospice Care and Blythe House Hospicecare

## 4. Values and Beliefs

Helen's Trust seeks to adhere to the following values and beliefs:

1. **Respect, Dignity and Compassion** towards everyone we work with and support
2. **Motivation**, we always seek to go the extra mile especially recognising how important our timely intervention can be
3. **Professionalism**, we are a credible organisation and one which is fully accountable to those who support and benefit from it
4. **Engaged**, we seek to ensure we are engaged with, and embedded in, our local communities
5. **Equality**, we seek to ensure that our services are available to all suitable individuals

## 5. Structure, Governance and Management

Helen's Trust is a charity limited by guarantee. We are governed by our Articles of Association.

### The Board

During this reporting year the charity had a Board of four trustees with backgrounds including: Law, Medicine, Finance, Higher Education and Management. The Chair of the Board of Trustees is responsible for ensuring that the Board has the appropriate level of business acumen, commercial awareness, knowledge of the charitable sector and the complementary skills to provide a balanced team that can strategically steer the charity's activities and future direction.

Following the decision to merge with Blythe House Hospicecare it was decided not to recruit any new trustees to the Board prior to the merger providing there remained sufficient trustees for the Board to be quorate and able to carry out its responsibilities and duties.

The Board continued to meet every two months and provide guidance and strategic direction for the charity. The Board is responsible for ensuring Helen's Trust achieves its aims and objectives within the law, and in the most cost-effective manner. The Chief Executive attends the Board meetings and reports on behalf of the staff team. The Board also provides additional support by volunteering and representing Helen's Trust at public events and acting in an ambassadorial capacity for the charity.

All new trustees are issued with a Trustee Handbook, which sets out the role, responsibilities and expectations of a trustee. Within this document are links directing the new trustee to the Charity Commission relevant additional guidance. All trustees must sign the AP01 for Companies House, as the charity is also a limited company.

The Board and CEO meet every two months and all meetings are minuted. Meetings focus on strategic matters, unless there are specific important operational issues to discuss / agree. The CEO and Chair meet monthly. Meetings continued in this format during Covid and up until the merger in September 2020.

All Trustees receive an annual appraisal from the Chair. The annual AGM is held following completion of the annual accounts and all trustees are in attendance.



## Senior Management

The senior management of the charity consisted of:

- Chief Executive (Retired 31<sup>st</sup> March 2020)
- Fundraising and Business Manager

## 6. Our Beneficiaries

In this reporting period we received a total of 178 new referrals and delivered 5,388 hours of care.

From 1 January 2020, in collaboration with Blythe House Hospicecare we were able to provide our beneficiaries with access to their dedicated Hospice at Home service.

Of all Helen's Trust referrals who died this year we are proud to report that the charity facilitated 98% to die in their preferred place, predominantly home.

While a large proportion of our beneficiaries have had a cancer diagnosis, we continue to support many other conditions such as, motor neurone disease, heart disease, kidney disease and chronic obstructive pulmonary disease.

The diverse range of referral source has continued through this financial year with referrals coming from District and Community Nurses, Ashgate Hospicecare, Blythe House Hospicecare, GPs, Care Coordinators and families.

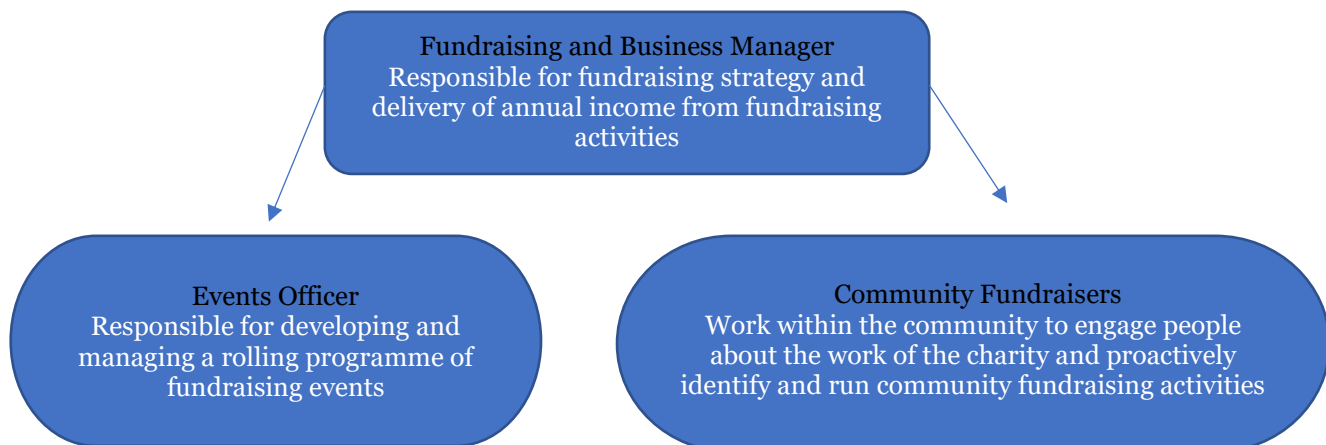
## 7. Fundraising Achievements

Fundraising remains our largest source of income and becomes increasingly more challenging and especially as this year our fundraising activities were impacted by the pandemic. We are extremely grateful to have the support of our local community, businesses and individuals, either raising funds for us, or supporting our own fundraising initiatives.

### Fundraising Team Structure and Responsibilities

Our fundraising success is dependent on the continued support of our community, individual donors, local businesses, trust and grant makers and volunteers, we are grateful for their generosity which means that we can continue to provide outstanding care and support to people with a terminal illness and their families in North Derbyshire and the High Peak.

Our Dynamic Fundraising Team consists of:





# Helen's Trust

Their collective focus is on:

- Raising awareness of Helen's Trust Services
- Delivering Fundraising budget and seek to expand Helen's Trust's event calendar with aim to target high yield activities
- Grow Volunteer numbers
- Coordinate volunteers to support our numerous fundraising Events and encourage new volunteers to join in our activities.

## Fundraising activities

In this financial year the fundraising team have worked hard to bring new events to the charity and develop links in new areas as well as maintaining existing relationships with supporters, continuing to grow our existing events and building a successful fundraising family. We continued to take advantage of free or heavily discounted training to keep the team up to date. Training undertaken included attending the Foundation for Social Improvement's Fundraising Conference, legacy training and the Chartered Institute of Fundraising Diploma in Fundraising.

## Individual Fundraisers

Taking on challenges and using their talents to raise funds for Helen's Trust, Tom Chaldecott on a static bike completed a ride equivalent to climbing Everest, raising over £1,000.00. The Old Bowling Green pub continues to hold a variety of fundraising events for Helen's Trust.

Nationwide in Matlock chose us as charity of the year.

## Corporate

We are grateful to our Corporate supporters who have sponsored our events and kindly donated their sponsorship when the events were cancelled due to pandemic. Will writing months were held by 3 solicitors for Helen's Trust which raised over £7,000. Thank you to all venues who sold Helen's Trust Christmas cards.

## Trust and Grants

The following Trusts and Foundations kindly awarded grants to Helen's Trust for community activities, funding the care we provide and staff and volunteer training

Derbyshire Voluntary Action	Edward Gostling Foundation
The National Lottery	The Bingham Trust
Matlock Rotary	Foundation Derbyshire
Tesco Bags of Help	May Hearnshaw Charitable Trust
Zachary Merton & George Woofindin Convalescent Trust	Ann Rylands Small Donations
The Hall Family Fund	

## Regular Givers

We are grateful to over 100 regular givers who ensure that the charity has a monthly income which supports our patients by providing the care they need to remain in their own homes.

## Lottery

We continue to partner with an established lottery provider to offer a lottery to our supporters as a way of raising funds for the charity. All management and administration is conducted by the lottery company and Helen's Trust receive 50p from every £1 spent by subscribers to the lottery who opt to support Helen's Trust.

## Challenge Derbyshire

We are actively supported by an amazing business fundraising initiative created by a local businessman, David Hopkins. Challenge Derbyshire has raised an astonishing amount, totalling over £1 million, for patients and their families across North Derbyshire since it was launched in 2015.

# Helen's Trust

## Legacies

Helen's Trust received over £51,800 from in memory and legacy donations and we thank those who chose to remember our work at a difficult time and chose Helen's Trust to benefit from a gift in their will.

## Communication

Communication with our volunteers and supporters continued through a monthly newsletter, individual communication and social media. The fundraising team produce all marketing materials and communication materials for fundraising purposes and general information about the charity, they also manage website content and social media communications.

## Our Brilliant Volunteers

Helen's Trust are grateful for the support of over 100 volunteers who help us in many ways. Our fundraising would not be successful without the help of our volunteers and we welcome new volunteers who are able to give a little time to support our work.

## Patrons

We are privileged to have the Duchess of Devonshire as our President and patrons Lord Roy Hattersley and Dominic West. We thank them for being wonderful ambassadors for Helen's Trust

## 9 Financial Review

This year saw the charity's financial resources and income generation challenged in a way that has never been experienced before.

For the first half of the year our activities continued as normal and in line with our budget and expectations. During this time, we agreed to work collaboratively with Blythe House Hospicecare and to access their hospice at home service, this would improve both the quality of care and reduce reliance on third party care agencies. In addition, following the retirement of our CEO at the end of March, Blythe House Hospicecare would provide senior management support which would see further cost synergies achieved. All areas of income generation performed well during the first half of the year, with a number of major events planned for later in the year.

In summary, total income for the period October 2019 to March 2020 was £212,878. This included a one off grant of £65,898 from the Government Funding Hospice and Palliative Care Provision to fund a new community engagement volunteer service. Expenditure for the period totalled £136,613, resulting in a net surplus of £76,265 – a significant turnaround following the deficit in 2019.

From late March the unfolding pandemic and lockdown saw the charity's ability to generate income through fundraising and events virtually stop. Many events already planned including the annual Golf Day, Ball and Chatsworth 10K run had to be cancelled along with the many smaller and supporter lead fundraising events. Despite this, demand for our services during the pandemic increased and thankfully as a result of our partnership and intended merger with Blythe House Hospicecare we were able to meet this increased demand.

From April onwards, income from fundraising excluding trusts and grants amounted to just £4,702 compared to £64,003 in the first half of the year. This potentially would have necessitated a scaling back of services or risk a further significant reduction in the charity's reserves to a level close to or below the designated minimum required. The reduction in fundraising income was however offset by £43,020 of income from trusts and grants and two large legacies totalling £65,000. In addition, £32,230 was claimed through the Coronavirus Job Retention Scheme from HM Revenue & Customs.

Overall, total income for this reporting period was £401,964 (2019: £345,957) and total expenditure excluding the transfer as part of the merger was £244,145 (2019: £415,696), resulting in a net surplus of £157,819 (2019: Deficit £69,739). Our cash at bank and in hand at the balance sheet date was £252,416 (2019: £109,946).

### Reserves Policy

The Board of Trustees' regularly reviews the charity's reserves policy. The current policy identifies an amount of £64,961 as being the minimum level of reserves needed to ensure that the charity can meet all liabilities should the charity have to scale back to a point of closure due to lack of future funding.

### Investment Policy

Helen's Trust makes no investments other than traditional 'saving' accounts with UK institutions. The investment policy which was established in financial year 2012/13 remains in place and sets out the parameters by which the charity would manage and govern any amounts that could potentially be invested.

The core aspects of the policy describe the 'risk averse' approach to investment by the charity whilst ensuring any opportunities are maximized to increase income whilst ensuring reasonable cash buffers remain to meet general fluctuations.

## 10 Trustees' responsibilities

The trustees (who are also directors of Helen's Trust 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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company 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 2015 (FRS 102);
- 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 charitable company 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 charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

On behalf of the board



Dr Louise Jordan,  
Chair of Trustees

Date: 16.09.2021

## INDEPENDENT EXAMINER'S REPORT

I report to the charity trustees on my examination of the accounts of the group and charitable company for the period ended 7 September 2020 which are set out on pages 14 to 28.

### Responsibilities and basis of report

As the charity trustees of the group and charitable company (and also its directors 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 group and charitable company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your group and charitable company'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

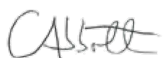
Since the group and charitable company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the group and charitable company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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.

*Signed:*



Christopher Abbott ACA  
Lloyd Piggott Limited  
St Georges House  
56 Peter Street  
Manchester  
M2 3NQ

*Date:*

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

FOR THE PERIOD ENDED 7 SEPTEMBER 2020

		2020			2019
	Note	Unrestricted funds £	Restricted funds £	Total £	Total £
<b>Income and endowments from:</b>					
Donations and legacies	2	219,777	77,398	297,175	116,205
Charitable activities	3	-	30,000	30,000	30,000
Other trading activities	4	74,640	-	74,640	199,538
Investments	5	149	-	149	214
<b>Total income and endowments</b>		<b>294,566</b>	<b>107,398</b>	<b>401,964</b>	<b>345,957</b>
<b>Expenditure on:</b>					
Raising funds	6	98,021	3,886	101,907	218,504
Charitable activities	7	82,238	60,000	142,238	192,620
Other Expenditure		-	-	-	4,572
Gift	21	189,894	69,019	258,913	
<b>Total expenditure</b>		<b>370,153</b>	<b>132,905</b>	<b>503,058</b>	<b>415,696</b>
<b>Net income / (expenditure)</b>		<b>(75,587)</b>	<b>(25,507)</b>	<b>(101,094)</b>	<b>(69,739)</b>
<b>Transfers between funds</b>					
<b>Net movement in funds</b>		<b>(75,587)</b>	<b>(25,507)</b>	<b>(101,094)</b>	<b>(69,739)</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward	17	75,587	25,507	101,094	170,833
<b>Total funds carried forward</b>	17	<b>-</b>	<b>-</b>	<b>-</b>	<b>101,094</b>

All income and expenditure derive from continuing activities.

The statement of financial activities included all gains and losses recognised during the year.

## BALANCE SHEETS

Company Registration Number: 1142370

AS AT 7 SEPTEMBER 2020

		GROUP		CHARITY	
	Note	2020 £	2019 £	2020 £	2019 £
<b>Current assets</b>					
Debtors	14	-	821	-	821
Cash at bank and in hand		<b>252,416</b>	109,946	<b>252,416</b>	109,667
		<b>252,416</b>	110,767	<b>252,416</b>	110,488
<b>Creditors: amounts falling due within one year</b>	15	<b>252,416</b>	9,673	<b>252,416</b>	9,673
<b>Net current assets</b>		-	101,094	-	100,815
<b>Total assets less current liabilities</b>		-	101,094	-	100,815
<b>Net assets</b>	19	-	101,094	-	100,815
<b>Charity Funds</b>					
Restricted funds	17	-	25,507	-	25,507
Unrestricted funds	17	-	75,587	-	75,308
<b>Total charity funds</b>		-	101,094	-	100,815

The financial statements were approved and authorised for issue by the Board on 16.09.2021.

For the period ending 7 September 2020 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

Signed on behalf of the Board of Trustees



16.09.2021

Dr Louise Jordan, Chair of Trustees

The notes on pages 16 to 28 form part of the financial statements.



## NOTES TO THE FINANCIAL STATEMENTS

FOR THE PERIOD ENDED 7 SEPTEMBER 2020

### **1 Summary of significant accounting policies**

#### **(a) General information and basis of preparation**

Helen's Trust is a company limited by guarantee, governed by its Articles of Association and is a registered charity in England and Wales. 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 3 of these financial statements. The nature of the charity's operations and principal activities are detailed on pages 6, 7, 8 and 9.

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) issued on 16 July 2014 (as updated through Update Bulletin 1 published on 2 February 2016), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Practice as it applies from 1 January 2015.

The statement of financial activities and balance sheet consolidate the financial statements of company and its subsidiary undertaking. The results of the subsidiary are consolidated on a line by line basis.

No separate SOFA has been presented for the company alone as permitted by section 408 of the Companies Act 2006. The charitable company's surplus for the year was £139,154 (2019: deficit £69,739).

The charity has applied Update Bulletin 1 as published on 2 February 2016 and does not include a cash flow statement on the grounds that it is applying FRS 102 Section 1A.

The financial statements are prepared on a going concern basis 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 £.

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.

#### **(b) Funds**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE PERIOD ENDED 7 SEPTEMBER 2020

### **(c) Income recognition**

All incoming resources are 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.

For legacies, entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received. At this point income is recognised. On occasion legacies will be notified to the charity however it is not possible to measure the amount expected to be distributed. On these occasions, the legacy is treated as a contingent asset and disclosed.

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.

The charity receives government grants from the Clinical Commissioning Group (CCG) Hardwick in respect of respite care. Income from government and other grants are recognised at fair value when the charity has entitlement after any performance conditions have been met, it is probable that the income will be received, and the amount can be measured reliably. If entitlement is not met then these amounts are deferred.

Interest income is recognised when the charity's right to receive payment is established.

### **(d) 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. It is categorised under the following headings:

- Costs of raising funds includes fundraising and support costs; and
- Expenditure on charitable activities includes beneficiary spend, support costs and governance costs;

Irrecoverable VAT is charged as an expense against the activity for which expenditure arose.

### **(e) Support costs allocation**

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office costs and governance costs. They are incurred directly in support of expenditure on the objects of the charity. Where support costs cannot be directly attributed to particular headings, they have been allocated to cost of raising funds and expenditure on charitable

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE PERIOD ENDED 7 SEPTEMBER 2020

### **(e) Support costs allocation (continued)**

activities on a basis consistent with use of the resources. Premises overheads and other overheads have been allocated on an employee category basis.

Fund-raising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities.

The analysis of these costs is included in note 8.

### **(f) 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.

### **(g) Leases**

Rentals payable and receivable under operating leases are charged to the SoFA on a straight-line basis over the period of the lease.

### **(h) Employee benefits**

When employees have rendered service to the charity, short-term employee benefits to which the employees are entitled are recognised at the undiscounted amount expected to be paid in exchange for that service.

The charity operates a defined contribution plan for the benefit of its employees. Contributions are expensed as they become payable.

### **(i) 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.

### **(j) Going concern**

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 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.

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 7 SEPTEMBER 2020

### 2 Income from donations and legacies

	2020			2019		
	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	£	£	£	£	£	£
Donations & Grants	105,103	77,398	182,501	59,316	36,050	95,366
Gift aid and other	5,622	-	5,622	7,236	-	7,236
Legacies and in memoriam	76,822	-	76,822	13,603	-	13,603
Covid Grants	32,230	-	32,230	-	-	-
	<b>219,777</b>	<b>77,398</b>	<b>297,175</b>	<b>80,155</b>	<b>36,050</b>	<b>116,205</b>

### 3 Income from charitable activities

	2020			2019		
	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	£	£	£	£	£	£
Contractual payments	-	30,000	30,000	-	30,000	30,000

### 4 Income from other trading activities

	2020			2019 - Restated		
	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	£	£	£	£	£	£
Fundraising events	68,705	-	68,705	153,023	-	153,023
Retail income	4,934	-	4,934	6,178	-	6,178
Lottery	1,001	-	1,001	131	-	131
Homecraft	-	-	-	40,206	-	40,206
	<b>74,640</b>	<b>-</b>	<b>74,640</b>	<b>199,538</b>	<b>-</b>	<b>199,538</b>

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 7 SEPTEMBER 2020

### 5 Income from investments

	Unrestricted funds £	2020 Restricted funds £	Total £	Unrestricted funds £	2019 Restricted funds £	Total £
Interest - deposits	149	-	149	214	-	214

### 6 Fundraising

	Unrestricted funds £	2020 Restricted funds £	Total £	Unrestricted funds £	2019 Restricted funds £	Total £
Fundraising events expenditure	5,193	3,886	9,079	27,875	2,408	30,283
Salaries	75,765	-	75,765	86,892	-	86,892
Marketing and advertising	358	-	358	1,624	-	1,624
Retail sales costs	-	-	-	4,717	-	4,717
Stationery and postage	862	-	862	2,215	-	2,215
Travel	1,783	-	1,783	2,516	-	2,516
Support costs	14,095	-	14,095	15,129	-	15,129
Training	(35)	-	(35)	3,706	-	3,706
Homecraft	-	-	-	71,422	-	71,422
	98,021	3,886	101,907	216,096	2,408	218,504

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 7 SEPTEMBER 2020

### 7 Analysis of expenditure on charitable activities

	2020			2019		
	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	£	£	£	£	£	£
Beneficiaries	8,820	60,000	68,820	46,076	42,500	88,576
Salaries	55,935	-	55,935	73,824	-	73,824
Support costs	4,697	-	4,697	12,586	-	12,586
Governance	12,786	-	12,786	17,634	-	17,634
	<b>82,238</b>	<b>60,000</b>	<b>142,238</b>	<b>150,120</b>	<b>42,500</b>	<b>192,620</b>

### 8 Allocation of support costs

	Basis of allocation	Raising funds	2020 Charitable activities	Total	2019 Total
		£	£	£	£
Finance charges	FTE's	1,044	348	1,392	1,684
Admin costs	FTE's	1,090	363	1,453	293
Insurance	FTE's	1,597	532	2,129	1,603
Utilities	FTE's	2,611	870	3,481	3,521
Rent and rates	FTE's	4,545	1,515	6,060	12,199
Office equipment and testing (inc IT)	FTE's	3,208	1,069	4,277	8,415
		<b>14,095</b>	<b>4,697</b>	<b>18,792</b>	<b>27,715</b>
Governance	See note 9		12,786	12,786	17,634
		<b>14,095</b>	<b>17,483</b>	<b>31,578</b>	<b>45,349</b>

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 7 SEPTEMBER 2020

### 9 Governance costs

	2020 £	2019 £
Independent examiner's remuneration	1,200	1,000
Legal fees	1,073	1,483
Salaries	10,500	14,975
Other	13	176
	<u>12,786</u>	<u>17,634</u>

### 10 Net income for the year

Net income is stated after charging:

	2020 £	2019 £
Operating lease rentals	5,833	12,000

### 11 Independent examiner's remuneration

The independent examiner's remuneration amounts to an independent examination fee of £1,200 (2019: £1,000).

### 12 Trustees' and key management personnel remuneration and expenses

The trustees neither received nor waived any remuneration during the year (2019: £Nil).

The total amount of employee benefits received by key management personnel is £10,000 (2019: £38,681). The Trust considers its key management personnel comprise the Chief Executive.

An amount of £10,500 was paid to Blythe House Hospicecare for the provision of CEO and management services.

Nil (2019: Nil) trustees are accruing pension arrangements.

The trustees did not have any expenses reimbursed during the year (2019: £Nil).



## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 7 SEPTEMBER 2020

### 13 Staff costs and employee benefits

	2020 Number	2020 FTE	2019 Number	2019 FTE
Raising funds	4	3	4	3.5
Charitable activities	2	1	3	2.5
Governance	3	1	3	0.5
	<u>9</u>	<u>5</u>	<u>10</u>	<u>6.5</u>

The total staff costs and employees' benefits are as follow :

	2020 £	2019 £
Wages and salaries	118,905	146,580
Social security	7,637	12,206
Defined contribution pension costs	5,158	1,930
	<u>131,700</u>	<u>160,716</u>

The were no employees who received total employee benefits (excluding employer pension costs) of more than £60,000 in the year

### 14 Debtors

	GROUP		CHARITY	
	2020 £	2019 £	2020 £	2019 £
Prepayments and accrued income	-	821	-	821
	<u>-</u>	<u>821</u>	<u>-</u>	<u>821</u>

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 7 SEPTEMBER 2020

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

	GROUP		CHARITY	
	2020 £	2019 £	2020 £	2019 £
Trade creditors	-	3,084	-	3,084
Accruals and deferred income	-	3,947	-	3,947
Other tax and social security	-	2,642	-	2,642
Other creditors	252,416	-	252,416	-
	<u>252,416</u>	<u>9,673</u>	<u>252,416</u>	<u>9,673</u>

### 16 Leases

Total future minimum lease payments under non-cancellable operating leases are as follows:

	GROUP		CHARITY	
	2020 £	2019 £	2020 £	2019 £
Not later than one year	8,000	12,000	8,000	12,000
Later than one and not later than five years	-	12,000	-	12,000
	<u>8,000</u>	<u>24,000</u>	<u>8,000</u>	<u>24,000</u>

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 7 SEPTEMBER 2020

### 17 Funds reconciliation

#### Unrestricted funds

	Balance 1 October 2019 £	Income £	Expenditure £	Gift £	Balance at 7 September 2020 £
Unrestricted	75,587	294,566	(180,259)	(189,894)	-
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	75,587	294,566	(180,259)	(189,894)	-
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

#### Restricted funds

	Balance 1 October 2019 £	Income £	Expenditure £	Gift £	Balance at 7 September 2020 £
Clinical Commissioning Group		30,000	(30,000)	-	-
Covid-19 Response		10,000	(10,000)	-	-
University of Derby	417		(164)	(253)	-
COOP Community Fund	1,529		(488)	(1,041)	-
5 Ways to Wellbeing (DVA)	135	1,000	(206)	(929)	-
Bingham Trust - SK17	876		(1,054)	178	-
Westfield	20,000		(20,000)	-	-
Eyam book	550		(474)	(76)	-
Westfield - 10k	1,000		-	(1,000)	-
Zackery Merton & George Woofindin	1,000	500	(1,500)	-	-
Hospice & Palliative Care Provision	-	65,898	-	(65,898)	-
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	25,507	107,398	(63,886)	(69,019)	-

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 7 SEPTEMBER 2020

### 17 Funds reconciliation

#### Prior year

##### Unrestricted funds

	Balance 1 October 2018 £	Income £	Expenditure £	Transfers £	Balance at 30 September 2019 £
Unrestricted	166,468	239,701	(299,366)	-	106,803
Homecraft	-	40,206	(71,422)	-	(31,216)
	<u>166,468</u>	<u>279,907</u>	<u>(370,788)</u>	<u>-</u>	<u>75,587</u>

##### Restricted funds

	Balance 1 October 2018 £	Income £	Expenditure £	Transfers £	Balance at 30 September 2019 £
Clinical Commissioning Group	-	30,000	(30,000)	-	-
University of Deby	1,000	-	(583)	-	417
COOP Community Fund	2,464	-	(935)	-	1,529
5 Ways to Wellbeing (DVA)	901	-	(766)	-	135
Bingham Trust – SK17	-	1,000	(124)	-	876
Westfield	-	20,000	-	-	20,000
Eyam Book	-	550	-	-	550
Maggie Hattersley	-	12,500	(12,500)	-	-
Westfield – 10k	-	1,000	-	-	1,000
Zackery Merton & George Woofindin	-	1,000	-	-	1,000
	<u>4,365</u>	<u>66,050</u>	<u>(44,908)</u>	<u>-</u>	<u>25,507</u>

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 7 SEPTEMBER 2020

### 18 Fund descriptions

#### a) Unrestricted funds

The free reserves after allowing for all designated and restricted funds.

#### b) Restricted funds

The Clinical Commission Group fund represents monies for respite care.

Covid-19 Response represents monies for care at home day & night sits

The University of Derby Community Fund is restricted to provide promotion, training, literature, and venue hire for Volunteers of Helen's Trust.

The COOP Community Fund is restricted to providing coffee mornings for beneficiaries and supporters of the charity.

The 5 Ways to Wellbeing Small Grants Scheme is restricted to fund venue hire, refreshments, marketing materials, and craft kits for Helen's Trust community activities.

Bingham Trust is restricted monies to cover travel expenses to provide care in SK17

Westfield monies for care costs

Eyam Book is monies for refreshments, venue hire, event & publicity materials for community engagement activities in Eyam

Westfield – 10k monies for care costs

Zachery Merton & George Woofindin monies for care costs

Hospice & Palliative Care Provision – funds for a new community engagement volunteer service

### 19 Analysis of net assets between funds

#### Group

	Unrestricted funds £	Designated funds £	Restricted funds £	Total £
Cash	252,416	-	-	252,416
Other current assets / liabilities	(252,416)	-	-	(252,416)
Total	-	-	-	-

#### Prior year

	Unrestricted funds £	Designated funds £	Restricted funds £	Total £
Cash	84,439	-	25,507	109,946
Other current assets / liabilities	(8,852)	-	-	(8,852)
Total	75,587	-	25,507	101,094

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 SEPTEMBER 2020

### 19 Analysis of net assets between funds (continued)

#### Charity

	Unrestricted funds £	Designated funds £	Restricted funds £	Total £
Cash	252,416	-	-	252,416
Other current assets / liabilities	(252,416)	-	-	(252,416)
Total	-	-	-	-

#### Prior year

	Unrestricted funds £	Designated funds £	Restricted funds £	Total £
Cash	84,160	-	25,507	109,667
Other current assets / liabilities	(8,852)	-	-	(8,852)
Total	75,308	-	25,507	100,815

### 20 Related party transactions

During the year trustees made donations totalling £nil (2019: £240).

During the year the charity received services from BHP Prosper totalling £1,944 (2019: £960), an associated company of BHP LLP. One of the trustees is employed by BHP LLP.

### 21 Gift

As a result of the merger with High Peak Hospicecare (charity no: 1031192) T/as Blythe House Hospice on 7 Sep 2020 £258,913 of restricted and unrestricted funds have been gifted to Blythe House Hospice.