

**BETHLEHEM CARE AND HOSPICE TRUST**

**England & Wales Registered Charity No. 1158406**

**Scotland Registered Charity No. SCO048752**

**BETHLEHEM CARE AND HOSPICE TRUST**

**TRUSTEES' ANNUAL REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 18TH FEBRUARY 2024**

**BETHLEHEM CARE AND HOSPICE TRUST**  
**ANNUAL REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 18TH FEBRUARY 2024**

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## BETHLEHEM CARE AND HOSPICE TRUST

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### BETHLEHEM CARE AND HOSPICE TRUST

#### LEGAL AND ADMINISTRATIVE DETAILS

YEAR ENDED 18TH FEBRUARY 2024

##### Legal & Administrative Details

The charity is an unincorporated charitable trust, established by Trust Deed dated 29<sup>th</sup> August 2014, as amended 26<sup>th</sup> June 2018. The charity is registered with H.M. Revenue & Customs for tax exemption purposes and recovery of Gift Aid Tax on donations received.

##### Trustees

J.G. McNally	(Chairman)
Rev. A.C. O'Reilly	(Deputy Chairman)
J.M. Dickson	(Secretary) Died 30.01 2024
G.J. Smith, ACIB	(Treasurer)
Mrs C.P. McNally	
Mrs V., Smith	
Mrs F. Goodhart	
J.K. Booth	(Secretary From 1.02.2024)
Rev. M.E. Kelly	
Mrs A. Tucker	
P.M. Hopkins	
Mrs M.S. Doran	
J.A. McDonald	

##### Charity Address

Hallam Pastoral Centre,  
St. Charles Street,  
Sheffield  
S9 3WU

**Charity Registration Number: 1158406** (Charity Commission for England & Wales)

The charity is also registered with the Office of the Scottish Charity Regulator (OSCR): **Charity Number SC048752**

##### Independent Examiner

R.A. Prior, FCCA, FCIE, DChA  
W. H. Prior  
Chartered Certified Accountants,  
Railway Court,  
Doncaster . DN4 5FB

##### Principal Bankers

National Westminster Bank plc	&	CAF Bank Ltd
669 Ecclesall Road,		25 Kings Hill Avenue
Sheffield		West Malling
S11 8PW		Kent ME19 4JQ

## BETHLEHEM CARE AND HOSPICE TRUST

### TRUSTEES' ANNUAL REPORT: YEAR ENDED 18TH FEBRUARY 2024

The Trustees present their Annual Report and Financial Statements for the Year Ended 18<sup>th</sup> February 2024. The statements appear in the format required by the Statement of Recommended Practice for Accounting and Reporting by Charities (SORP).

#### Charitable Objects

The Charity shall establish and maintain accommodation/facilities for the following objects "the objects" in Bethlehem or any other part of the Diocese of the Latin Patriarchate of Jerusalem, for the public benefit undertaken with a Christian ethos:-

- (1) the relief of those in need by reason of their age, ill health or financial hardship
- (2) to provide or assist in the provision of facilities in the interests of social welfare for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their age infirmity or disability, financial hardship or social circumstances, with the object of improving their conditions of life, and
- (3) to promote social inclusion for the public benefit by preventing people who are socially excluded and assisting them to integrate in society.

The main focus of the charity is the provision of Palliative Care to the terminally ill in the Bethlehem Governate of Palestine by providing grant funds to the linked NGO "Bethlehem Care and Hospice Trust" (BCHT) established in Palestine and licensed by the Palestinian Authority.

#### Structure, governance & Management

Trustees are recruited by means of existing Trustees making recommendations to the Trustee Board in the light of our skills needs and the suitability of candidates. This is followed by the candidates attending a Meeting of Trustees and a vote follows.

All new Trustees are provided with:

1. A copy of our Trust Deeds
2. A copy of our latest year end accounts and Trustees' Report
3. A copy of the Charity Commission's publication "The Essential Trustee"

And they are required to sign the following:-

1. The Charity Commission for England & Wales Trustee Declaration
2. HMRC's declaration re "Fit & Proper Persons"

#### Review of achievements & performance

In 2023 we commenced financing the infrastructure in place to support a hospice at home palliative care service in Bethlehem, and the NGO acquired offices established Bethlehem Operations Board, to oversee activities locally; appointed a director, and recruited nurses.

The Bethlehem Service commenced delivering specialist palliative care on 1<sup>st</sup> August 2023. The plan was to care for 32 patients per month. Initially there were 11 patients but at the year's end the service had 55 patients, two of which were children. Between 1<sup>st</sup> August 2023 and February 2024 the service had made over 1200 home visits to 94 patients.

Events of October 7<sup>th</sup> 2023 and subsequent security arrangements impacted the ability of staff to travel freely within the Bethlehem Governate to provide necessary patient care. The ability of Augusta Victoria Hospital to provide care outside of Jerusalem was curtailed and this impacted on our care provision.

## BETHLEHEM CARE AND HOSPICE TRUST

### TRUSTEES' ANNUAL REPORT: YEAR ENDED 18TH FEBRUARY 2024

#### Financial Review

Income from donations increased in 2024 to £51,864, from £34,970, an increase of just under 50%. The charity engaged a professional fundraising consultant during the year, reflected in the increased expenditure on raising funds, but overall expenditure reduced by 7%.

During the year there was a grant to the Bethlehem Care and Hospice Trust NGO in Palestine of £49,975 (2023: £49,975).

#### Reserves

The free reserves of the charity as at 18<sup>th</sup> February 2024 were £254,700 (2023: £264,183). The Trustees are conscious of the need to build up sufficient reserves in order to provide funds to support the Bethlehem Care and Hospice Trust NGO in Palestine to provide palliative care to the terminally ill in the Bethlehem Governorate of Palestine, with a target grant of £75,000 every six months. The Trustees consider the current level of reserves to be appropriate to finance the operations in the short term.

#### Plans for the future

The Trustees plan to engage a professional fundraiser to raise funds to sustain this important work and to continue to support terminally ill patients and their families in the Bethlehem Governorate of Palestine. If successful they plan to extend the service to other towns and villages so as to meet the evident need and in the longer term to establish an in patient hospice facility.

#### Risk Assessment

The Trustees maintain a Risk Register and have assessed the major risks to which the branch is exposed, in particular those related to operation and finance. By monitoring the level of reserves, ensuring control over financial systems and examining the operational risks faced, the Trustees believe that effective systems have been established to mitigate those risks.

#### Statement of Responsibilities

The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

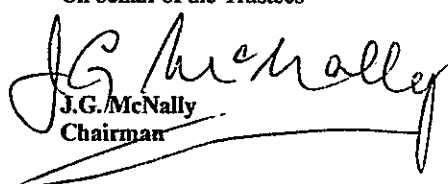
The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue its activities.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and enable the Trustee to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Trust Deed dated 29<sup>th</sup> August 2014 (as amended 26<sup>th</sup> June 2018). The Trustees 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.

The Trustees are responsible for the maintenance and integrity of financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of accounts may differ from legislation in other jurisdictions

On behalf of the Trustees

  
J.G. McNally  
Chairman

17<sup>th</sup> November 2024

**BETHLEHEM CARE AND HOSPICE TRUST**

**INDEPENDENT EXAMINER'S REPORT  
THE TRUSTEES OF THE BETHLEHEM CARE AND HOSPICE TRUST**

I report on the accounts of the Bethlehem Care and Hospice Trust for the Year Ended 18<sup>th</sup> February 2023, which are set out on pages 5 to 10.

**Respective responsibilities of Trustee and Examiner**

The Charity's Trustee is responsible for the preparation of the accounts. The Charity's Trustee considers that an audit is not required for this year under Section 144(2) of the Charities Act 2011 (the 2011 Act) and that an Independent Examination is needed.

It is my responsibility to:-

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

**Basis of Independent Examiner's Report**

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

**Independent Examiner's Statement**

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

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

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

have not been met; or

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

**R.A. Prior, FCCA, FCIE, DChA,**  
Chartered Certified Accountant  
Fellow of the Association of Charity Independent Examiners

17 November 2024

**W. H. Prior,**  
Chartered Certified Accountants  
Railway Court,  
Doncaster. DN4 5FB

17 November 2024

**BETHLEHEM CARE AND HOSPICE TRUST**

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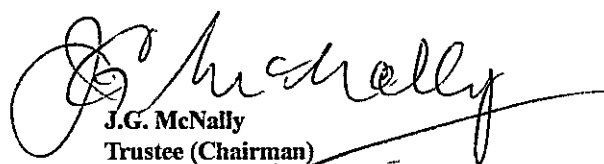
**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 18TH FEBRUARY 2024**

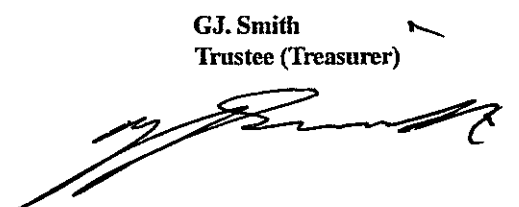
	<u>Note</u>	Unrestricted Funds	Restricted Funds	Total 2024	2023
		£	£	£	£
<b>Income</b>					
Donations	2	51,864	-	51,864	34,970
Other trading activities - Fundraising		2,529	-	2,529	971
Other income		450	-	450	-
Investment Income – Bank Interest		2,952	-	2,952	1,198
<b>TOTAL INCOME</b>		<u>57,795</u>	<u>-</u>	<u>57,795</u>	<u>37,139</u>
<b>Expenditure</b>					
Expenditure on raising funds - fundraising	3	8,213	-	8,213	693
Grants paid re Charitable activities	4	49,975	-	49,975	50,217
Other expenditure on Charitable activities	5	9,090	-	9,090	21,638
<b>TOTAL EXPENDITURE</b>		<u>67,278</u>	<u>-</u>	<u>67,278</u>	<u>72,548</u>
<b>NET (DEFICIT)</b>		<b>(9,483)</b>	<b>-</b>	<b>(9,483)</b>	<b>(35,409)</b>
Balances brought forward at 19 <sup>th</sup> February 2023		<u>264,183</u>	<u>-</u>	<u>264,183</u>	<u>299,592</u>
Balances carried forward at 18 <sup>th</sup> February 2024		<u>254,700</u>	<u>-</u>	<u>254,700</u>	<u>264,183</u>

**BETHLEHEM CARE AND HOSPICE TRUST**  
**BALANCE SHEET AS AT 18TH FEBRUARY 2024**

		2024	2023
	Note	£	£
<b>Fixed assets</b>			
Tangible assets		-	-
<b>Current assets</b>			
Debtors		-	-
Cash at bank and in hand	6	255,300	264,183
		<hr/>	<hr/>
<b>Liabilities : amounts falling due within one year</b>			
	600	-	-
		<hr/>	<hr/>
<b>Net current assets</b>		254,700	264,183
		<hr/>	<hr/>
<b>Net assets</b>		254,700	264,183
		<hr/> <hr/>	<hr/> <hr/>
<b><u>Represented by:</u></b>			
<b><u>Restricted Funds :-</u></b>			
	7	-	-
<b><u>Unrestricted Funds :-</u></b>			
<b>General Fund</b>	8	254,700	264,183
		<hr/>	<hr/>
		254,700	264,183
		<hr/> <hr/>	<hr/> <hr/>

The financial statements on pages 5 to 10 were approved on 17<sup>th</sup> November 2024 on behalf of the Trustees by:

  
**J.G. McNally**  
 Trustee (Chairman)

  
**G.J. Smith**  
 Trustee (Treasurer)



## BETHLEHEM CARE AND HOSPICE TRUST

The notes on pages 7 to 10 form part of these financial statements

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### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 18TH FEBRUARY 2024

#### 1 Accounting policies

##### Basis of accounting

The financial statements have been prepared under the historical cost accounting rules and in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice (FRS102).

The accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

##### Income

All income is treated as unrestricted income, unless the donor has placed restrictions on the manner in which the donation or grant may be spent, in which case it is treated as restricted income. The restricted funds are detailed in Note 7. Designated Funds, when arising, represent amounts set aside for specific areas of expenditure by the Trustees.

##### Charitable Expenditure

Charitable expenditure is analysed between the main charitable activities and includes support costs.

##### Cash flow statement

A cash flow statement has not been prepared having regard to the size of the charity.

#### 2 Donations

	Unrestricted Funds £	Restricted Funds £	2024 TOTAL £	2023 TOTAL £
Donations – General	32,460	-	32,460	12,330
Donations from Parishes	3,077	-	3,077	3,432
Donations from Trustees	6,141	-	6,141	11,805
Donations via Media	1,833	-	1,833	3,361
Donations via PayPal	3,998	-	3,998	1,723
Donations – 1 in a M	304	-	304	-
Gift Aid Tax recovered on donations	4,051	-	4,051	2,319
	<u>51,864</u>	<u>-</u>	<u>51,864</u>	<u>34,970</u>

## BETHLEHEM CARE AND HOSPICE TRUST

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 18TH FEBRUARY 2024

## 3 Expenditure on fundraising

	Unrestricted Funds £	Restricted Funds £	2024 TOTAL £	2023 TOTAL £
Fundraising Consultant's fees	4,500	-	4,500	-
Fundraising Consultant's Travel & expenses	965	-	965	-
Commission	1,502	-	1,502	-
Christmas Cards, Legacy Booklet & Postage	1,246	-	1,246	338
Plastic boxes	-	-	-	315
Lotteries Licence	-	-	-	40
	<u>8,213</u>	<u>-</u>	<u>8,213</u>	<u>693</u>

## 4 Grants paid re charitable objects

	Unrestricted Funds £	Restricted Funds £	2024 TOTAL £	2023 TOTAL £
Bethlehem Care and Hospice Trust (NGO in Palestine)	49,975	-	49,975	49,975
St. Martha's House	-	-	-	242
	<u>49,975</u>	<u>-</u>	<u>49,975</u>	<u>50,217</u>

## 5 Other Expenditure on charitable activities

Unrestricted	Restricted	2024	2023
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# BETHLEHEM CARE AND HOSPICE TRUST

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## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 18TH FEBRUARY 2024

### 6 Cash at bank and in hand

	2024	2023
	£	£
CAF Bank	45,761	59,785
NatWest Bank	85,166	3,370
PayPal	125	3,006
Skipton B/Society	37,037	35,859
Nationwide B/Society	87,211	85,774
Shawbrook Bank	-	76,389
	<u>255,300</u>	<u>264,183</u>

### 7 Restricted Funds

	Balance 19.2.23 £	Income £	Expenditure £	Transfers £	Balance 18.2.24 £
St. Martha's House Fund	-	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

The balances on Restricted Funds represent amounts received for specified purposes, which have not been expended at the Balance Sheet date.

#### (a) St. Martha's House Fund

This fund existed in previous years as a result of a donation received to towards the St. Martha's House project. All funds were expended in the Year Ended 18<sup>th</sup> February 2023.

### 8 Unrestricted Funds

	Balance 19.2.23 £	Income £	Expenditure £	Transfers £	Balance 18.2.24 £
General Fund	264,183	57,795	(67,278)	-	254,700

#### (a) General Fund :

This represents unrestricted income carried forward to expend in future years.

**BETHLEHEM CARE AND HOSPICE TRUST**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 18TH FEBRUARY 2024**

**9 Analysis of Net Assets between Funds**

	<b>Tangible Fixed Assets</b>	<b>Net Current Assets</b>	<b>2024 TOTAL</b>	<b>2023 TOTAL</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b><u>Restricted Funds</u></b>				
St. Martha's House Fund	-	-	-	-
<b><u>Unrestricted Funds</u></b>				
General Fund	-	254,700	254,700	264,183
	-	254,700	254,700	264,183

**10 Trustees**

No Trustee received any remuneration during the year (2023: Nil). One trustees was reimbursed a total of 4,468 (2023 £8,453 to two trustees) for out of pocket travel, accommodation and other expenses made on behalf of the Charity.

**11 Connected Charities**

The charity supports an NGO established in the Palestinian Authority , "Bethlehem Care and Hospice Trust" which provides hospice at home palliative care, and there are some common trustees between the two organisations. Bethlehem Care and Hospice Trust (the NGO in Palestine) is, however, a separate organisation. The grant paid to this connected charity during the year was £49,975 (2023: £49,975).