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# Trustees' Annual Report for the period

Period start date

1 Jan 2022

Period end date

31 Dec 2022

From

To

## Section A

## Reference and administration details

Charity name

Hospice Hope

Other names charity is known by

Bright Hope in North West Leicestershire

Registered charity number (if any)

1169561

Charity's principal address

23 Ashby Road

Ravenstone

Leicestershire

Postcode

LE67 2AA

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Stewart Shepherd	Chair		
2	Janette Shepherd	Secretary		
3	Linda Mould		1/1/2022 – 17/8/2022	
4	Peter Last			
5	Kathryn Last			
6	Roy Stobbs			
7	Daniella Walton	Safeguarding		
8	Daniel Woodall		1/1/2022 – 12/12/2022	
9	John Gillions			
10	Lesley Notghi			
11	Dan Choucino	Treasurer		
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

## Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

## Name of chief executive or names of senior staff members (Optional information)

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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document <i>(eg. trust deed, constitution)</i>	Constitution (Association)
How the charity is constituted <i>(eg. trust, association, company)</i>	Charitable Incorporated Organisation
Trustee selection methods <i>(eg. appointed by, elected by)</i>	Appointed by members of the charity

### Additional governance issues (Optional information)

You may choose to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

All Trustees of Hospice Hope have signed the Charity Commission's 'Trustee Eligibility Declaration' and a second 'Automatic Disqualification Declaration'.

All Trustees have attended safeguarding training and where appropriate enhanced DBS checks are performed on those Trustees who can find themselves on a 1-1 basis with a service user (as they are deemed to be vulnerable adults).

One trustee is appointed as the Safeguarding Lead of the Charity with the Charity Manager as the deputy. Training to Adult Safeguarding Level 3 has been undertaken by both to achieve this.

## Section C Objectives and activities

### Summary of the objects of the charity set out in its governing document

The objects of Hospice Hope as per the charity's constitution are:

The relief of suffering amongst persons with life limiting illness and their carers in North West Leicestershire.

- Through the provision of facilities and support services
- Through the provision of pastoral care
- Through the provision of funds to support individuals

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

## Update of Mission Statement

Following a decision by the trustees to update the Charity's reach in 2020, our mission statement became defined as

*Our mission is to be a therapeutic and caring organisation providing a range of services to enable a better quality of life and support for those who are struggling with a condition that limits the ability to enjoy life.*

To achieve this end, our services are now defined as follows:

*Hospice Hope works within North West Leicestershire to support individuals who have a condition that leads to a reduction in quality of life or who have been diagnosed with a life limiting condition, as well as offering support to their partner or carer(s).*

This significant step for the charity opened up the potential to support more people in our locality and our services are growing year on year.

### Main Activities

As 2022 progressed, some of our face to face services were able to operate more "normally" with many of the precautions taken during the pandemic being dropped. However, for the protection of all guests and volunteers, we continue to ask that all attendees at any face to face service are fully vaccinated.

Guests were encouraged to attend the Support Café's again which are now fully operational and thriving.

The emphasis was on mental health conditions as this has been a growing and urgent need in the community. The Charity has responded to the need by providing services relevant to our Mission Statement and to the needs identified by staff and partners over the year.

## Additional details of objectives and activities (Optional information)

You may choose to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

### Volunteers

Volunteers continue to be the life blood of the charity and at the end of December 2022, Hospice Hope had 51 volunteers. This was again a fall in volunteer numbers but with the change in many of our services, we were able to continue to offer all of the services in a safe and secure manner for all of our guests.

All volunteers who work on a 1-1 basis with our services users (this includes support provided by telephone, email or letter) must take an enhanced DBS check before they are able to start volunteering with the charity. This check is repeated every three years, a policy that was introduced by the charity in early 2017.

Since April 2018, all volunteers are required to attend safeguarding training and where appropriate, volunteers have also attended first aid and moving and handling training. The training has been facilitated by professional trainers or online training provider and paid for by the charity. This ensures the required support for both volunteer and guest.

The charity's 9 trustees also work on a voluntary basis to oversee the operational activities and strategic development of Hospice Hope.

## Summary of the main achievements of the charity during the year

### Fundraising – income

Our grants and trusts fundraising income during the year has enabled the Charity to develop our services to accommodate the increased demand for mental health services.

Regular donations and one off donations, as well as unrestricted grants, have also been an invaluable source of funds to continue those services for which we have not received direct funding.

### Significant increase in service users and diversity of services

Our fundraising success and continued community engagement has enabled the charity to fund the development, implementation and delivery of new online and telephone services that enable existing and new service users to access as many services as possible.

The continuation and extension of the services introduced last year have resulted in a further increase in new service users growing from 155 to 197 during 2022.

All the services that we have been delivering continue to achieve our key objectives of supporting those who are affected by long term conditions by reducing isolation and loneliness, creating access to other services and a return to normal life.

During 2022 the charity delivered the following services:

- Counselling – increasing the capacity by employing a further counsellor; renting a room in the town centre for face to face counselling for those guests who were unable to access Hope House and were uncomfortable with telephone counselling.
- Befriending Service – a new lead for this service via the telephone, zoom, email or penpal was employed in March 2022. It is anticipated that this service will grow and develop now we no longer have so many restrictions regarding face to face meetings.
- Online support groups – a new coordinator for Online groups was also employed in March 2022 and this enabled more online services to be added to the regular chat groups, including the introduction of a range of specific interest online groups e.g crafting, seated chair exercises, meditation, general interest talks
- Tablet Loan Scheme – enabling people to access the internet, communicate with loved ones and join in with our online groups by providing a tablet and access to wifi (for free)
- Long Covid – this service was much in demand as the country moved from being in the grip of the pandemic to recovering from it. Many people have been unable to get to grips with a new life style and are fearful of moving back to “how life used to be”. The service, set up in 2021, has been a life line to many guests.
- Complementary Therapy – now being offered at Hope House instead of online and has become an invaluable asset working with guests who are suffering from Long Covid.

### New staff

As stated above, some new staff have enabled our services not just to be maintained, but to grow substantially. Due to the success of our counselling service, the Charity Manager is looking to set up a contract with a further counsellor so that we can offer this vital support to the area in the foreseeable future.

However, our Charity Fundraiser set up her own business during this year and we are currently advertising for a new fundraiser.



Our Charity Manager, who has vast experience in this area of expertise, is picking up those duties in anticipation of handing over to a new fundraiser in the near future.

#### **Prestigious award**

For his service to and work with Hospice Hope, the Chair of our trustees was presented with the B.E.M by the Lord Lieutenant of Leicestershire, the award having been announced in the Queen's Birthday Awards 2021.

#### **Lights of Love**

Our 'flagship' event returned to the Ferrers Centre, near Ashby de la Zouch in December with a beautiful Christmas Tree for those who have lost loved ones to remember by hanging a Memory Tag on the tree. Attendance at the event was a testament to how much people appreciated the opportunity to remember together at an inspiring and moving service in a beautiful setting.

**Brief statement of the charity's policy on reserves**

Hospice Hope holds approximately £110,000 in unrestricted reserves: this represents approximately one year's running costs if no further income received.

Restricted reserves were approximately £90,000 comprising of various grants funded in advance.

Results from grant applications totalling approximately £300,000 are awaited.

**Details of any funds materially in deficit**

**Further financial review details (Optional information)**

You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

**Banking**

The Charity will hold such bank accounts as are necessary to ensure its funds are protected by the Financial Services Compensation Scheme (FSCS) and offer the best value for money with regard to bank charges and interest rates.

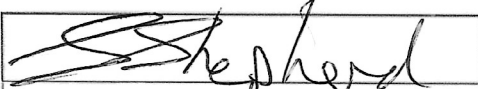
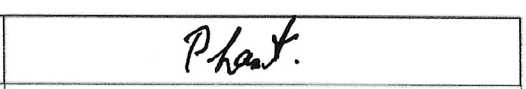
**Section F Other optional information**

The construction of a brand new day centre has been much delayed in 2022 due to the pandemic and the revisions required by the local planning department. However, the building is now expected to be completed in Autumn 2023.

**Section G Declaration**

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	STEWART SHEPHERD	PETER LAST
Position (eg Secretary, Chair, etc)	CHAIR	TRUSTEE
Date	17 July 2023	



Section A

Independent Examiner's Report

Report to the trustees	Hospice Hope		
On accounts for the year ended	31 <sup>st</sup> December 2022	Charity no (if any)	
Set out on pages	N/a		

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31<sup>st</sup> December 2022**.

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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:  Date: 17<sup>th</sup> April 2023

Name: Jack Fargher

Relevant professional qualification(s) or body (if any):

Address: Legion House, South Street  
Ashby de la Zouch  
Leicestershire LE65 1BQ

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.



Charity Name: Hospice Hope

1169561

# Receipts and payments accounts

CC16a

For the period  
from

Period start date  
1st Jan 2022

To

Period end date  
31st Dec 2022

## Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Trusts & Foundations Restricted		111,825	-	111,825	83,525
Trusts & Foundations Unrestricted	40,750	-	-	40,750	10,500
Corporate	-			-	-
Events	20,302			20,302	9,962
Membership	440			440	335
Personal Donations	11,438			11,438	8,383
Collection boxes & tins	1,411			1,411	861
GiftAid	2,835	-	-	2,835	2,022
Bank Interest	219	-	-	219	132
Other / refunds	572	-	-	572	313
<b>Sub total (Gross income for AR)</b>	<b>77,967</b>	<b>111,825</b>	<b>-</b>	<b>189,792</b>	<b>115,407</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>77,967</b>	<b>111,825</b>	<b>-</b>	<b>189,792</b>	<b>115,407</b>
<b>A3 Payments</b>					
Hope House (includes wages)	7,576	-	-	7,576	6,522
Community Engagement		29,327	-	29,327	15,462
Counselling Service		28,361		28,361	21,670
Befriending Service		16,296		16,296	12,739
On-Line Services		6,444		6,444	14,096
Tablety Loan Scheme	-			-	1,058
Long Covid Support	-	7,409		7,409	3,312
Ashby Cafe	3,373			3,373	1,835
Coalville Cafe	1,460	-	-	1,460	599
Ibstock Cafe	2,900	-	-	2,900	1,229
Castle Donington	25	-	-	25	174
Administration	9,144	-	-	9,144	9,165
Core Staff costs	69,632	-	-	69,632	65,582
Event costs	2,096	-	-	2,096	1,433
Other	4,880			4,880	168
Capital Expenditure	-	-	-	-	1,030
<b>Sub total</b>	<b>101,086</b>	<b>87,837</b>	<b>-</b>	<b>188,923</b>	<b>156,074</b>
<b>A4 Asset and investment purchases. (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>101,086</b>	<b>87,837</b>	<b>-</b>	<b>188,923</b>	<b>156,074</b>
<b>Net of receipts/(payments)</b>	<b>- 23,119</b>	<b>23,988</b>	<b>-</b>	<b>869</b>	<b>40,667</b>
<b>A5 Transfers between funds</b>					
<b>A6 Cash funds last year end</b>					
<b>Cash funds this year end</b>	<b>23,119</b>	<b>23,988</b>	<b>-</b>	<b>869</b>	<b>40,667</b>



## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Current Accounts	4,575	-	-
	Deposit Accounts	104,812	90,442	-
	Petty Cash		-	-
	<b>Total cash funds</b>	<b>109,387</b>	<b>90,442</b>	<b>-</b>

(agree balances with receipts and payments account(s))

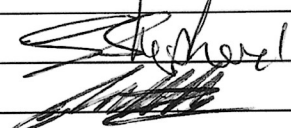
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	STEWART SHEPHERD	17/7/23
	ROY STEBBINS	17-7-23