

**OXFORD CENTRE FOR EDUCATION AND RESEARCH IN PALLIATIVE CARE:  
SOBELL HOUSE**

**Charity Registration Number: 1172165  
Company Registration Number: 10647198**

**Unaudited Financial Statements**

**for the year ended**

**31st March 2025**

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**Reference and administrative details**

**Charity Registration Number:** 1172165

**Company Registration Number:** 10647198

**Trustees:** T Harrison  
J Holloran (resigned 15 October 2024)  
E A Laurence  
K Symons  
S Yates

**Registered Office:** 30 St Giles  
Oxford  
OX1 3LE

**Independent examiners:** Wenn Townsend  
Chartered Accountants and Registered Auditors  
30 St Giles  
Oxford  
OX1 3LE

**Main Bankers:** CAF Bank  
25 Kings Hill Avenue  
West Malling  
ME19 4JQ

**Investment Managers:** Quilter Cheviot Limited  
1 Kingsway  
London  
WC2B 6AN

**Trustees' Annual Report (including Directors' Report)  
for the year ended 31st March 2025 (continued)**

The Trustees present their report and the financial statements of the Oxford Centre for Education and Research in Palliative Care (OxCERPC) charity for the year ended 31st March 2025. 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.

This report describes the eighth year of work by OxCERPC. OxCERPC charity started in April 2017, though education and research have taken place in Sobell House for approximately 49 years.

**Trustees of the Charity**

The directors of the charitable company 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:

Kay Symons (Chair of the Board of Trustees)  
Tim Harrison  
John Holloran (resigned 15 October 2024)  
Anne Laurence  
Sharon Yates

**Objectives and Purpose**

**The purpose of the charity** is to provide health and social care staff with knowledge and skills, delivered through excellent education, and up to date information about best practice to enable care of the patient approaching the end of their life and support of those that are important to the patient.

**The Objects of the Charity** for the public benefit are:

1. To advance the education of the public in general (and particularly amongst those working in health and social care) in all areas relating to palliative care and/or pain relief; and/or
2. To promote research for the public benefit in all aspects of palliative care and/or pain relief and to publish the results as the Trustees think fit; and/or
3. To relieve the need and/or to relieve sickness and to preserve the health of the patients of Sobell House in Oxfordshire, and in any other places as the Trustees from time to time decide, by any charitable means as the Trustees from time to time decide.

The staff and Trustees are proud of meeting our objects this year as delivered through our educational and research activities.

**Achievements and performance - activities for the public benefit**

**Educational work**

Teaching was delivered to approximately 1840 people in 2024/25 (2023/24 - 1400, 2022/23 - 1500, 2021/22 - 1,220, 2020/21 - 600). Of those taught in 2024/25, 657 individuals received non-course teaching (e.g. guest lectures or one-off teaching sessions) delivered by Dr Mary Miller.

All courses are evaluated to assess impact. A variety of feedback methods are offered to delegates, tailored to the format of the course (e.g. online vs in-person), to maximise response rates. Delegates are asked for feedback on the logistics and content of courses, including questions such as whether the lecture will change their practice, has added to their knowledge and skills, has helped them understand the evidence base, or has not made a difference to their knowledge and skills.

Feedback continues to be excellent overall, and improvements to both content and logistics are implemented when identified. For example, feedback from the 2024 Newcastle Advanced Course led to a change of venue for 2025.

**Trustees' Annual Report (including Directors' Report)  
for the year ended 31st March 2025 (continued)**

**In 2024/25**

- Cicely Saunders international lecture: OxCERPC was invited to act as a host site for this annual event, providing a venue and facilitating remote viewing of the live lecture. This provides an educational opportunity for staff in the palliative care department. In 2024, Dr David Hui presented "Timely Integration of Oncology and Palliative Care: A Rapidly Evolving Paradigm."
- Kate Butcher continues as a member of the Oxford Centre for Spirituality and Wellbeing and the Hospice UK Educator forum, highlighting the work of OxCERPC to the public, and enhancing the programme of education we offer.
- Kate Butcher is a reviewer for the SUPPORTED study, a collaboration between the Universities of Bradford, Sheffield, and Hull York Medical School, focused on developing national EOLC education for home care workers. [SUPPORTED | Wolfson Centre for Palliative Care | Hull York Medical School](#)
- Kate Butcher taught on modules for generalist staff offered by Oxford Brookes/Oxford Health NHS Foundation Trust.
- Following the successful pilot of our Telecommunications course, it will now be offered as a regular part of OxCERPC's programme.
- Dr Mary Miller is an elected member of the Association of Palliative Medicine Education and Training Committee and is lead of the Postgraduate Medical Education Special Interest Forum. This ensures OxCERPC is not replicating courses provided by other palliative care providers.
- Dr Mary Miller taught departmentally, locally, nationally, and internationally, in addition to on OxCERPC courses. See table below for details.

	DEPARTMENTAL	LOCAL	REGIONAL	NATIONAL	INTERNATIONAL	TOTAL
Teaching (people taught)	32	375	60	100	30	
Organised and facilitated (people at event)				60		
Total	32	375	60	160	30	657

- In 2024/25 OxCERPC advertised its educational work through newsletters including PCRS bulletin (Palliative Care Research Society), APM Bulletin (Association for Palliative Medicine), UKONS newsletter (UK Oncology Nursing Society), and the Oxford University Hospitals Staff Bulletin. OxCERPC also exhibited at the 2024 Hospice UK conference and the 2025 Palliative Care Congress in Belfast.

**Breakdown of Delegate location in 2024/25**

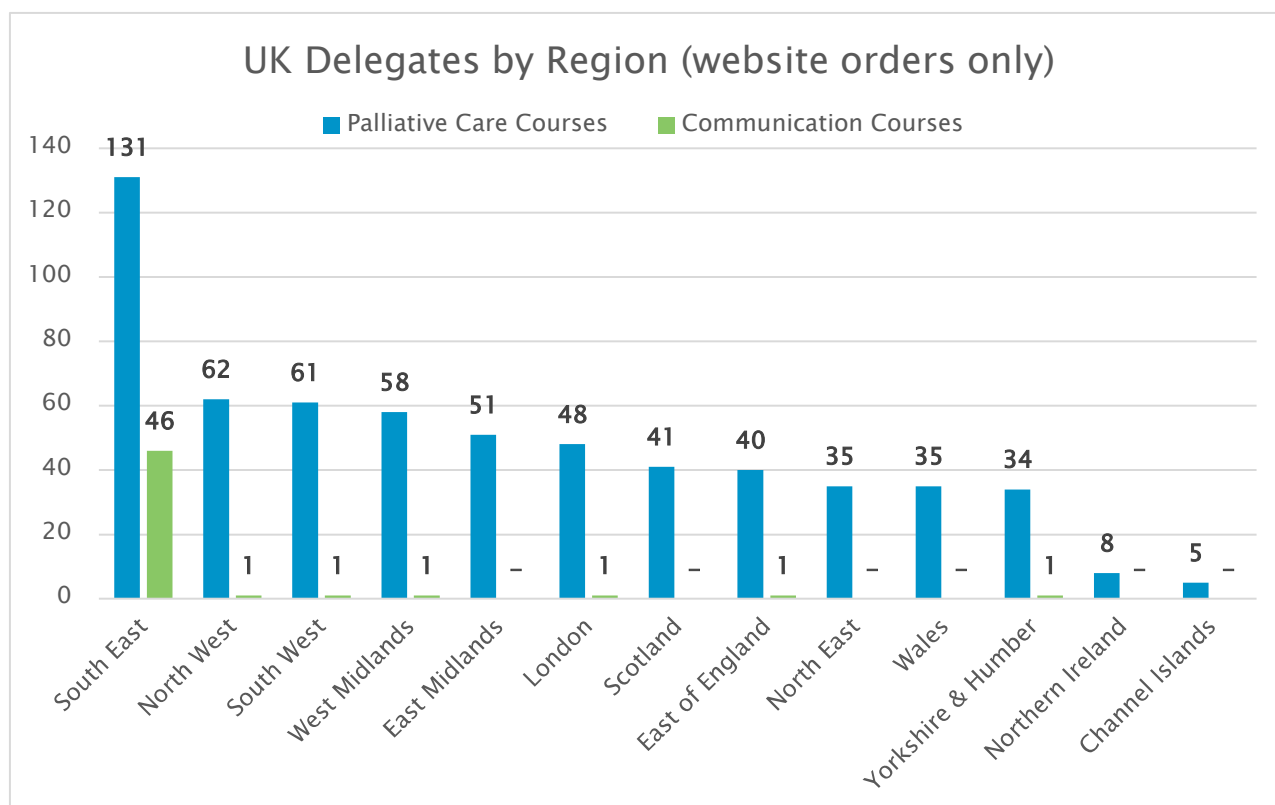
**UK Delegates**

During the 2024/25 financial year, our website received 810 course orders from across the UK, reflecting sustained local and national demand for both Communications and Palliative Care Courses. (70% = 810/1183)

The following chart and table shows the spread of UK delegates by region. This data comprises only website orders, not including commissioned courses, bookings made via email, or website orders with a missing or incomplete postcode. 82% of website orders had complete postcode information.

As expected, the highest attendance for both Communications Skills and Palliative Care courses came from the South East, OxCERPC's home region, reflecting strong local awareness and access to our services. However, given that many of our courses are delivered online, it's encouraging to see substantial participation from regions such as the South West, East Midlands, and North West.

Trustees' Annual Report (including Directors' Report)  
for the year ended 31st March 2025 (continued)



REGION	Palliative Care Courses	Communications Courses
South East	131	46
North West	62	1
South West	61	1
West Midlands	58	1
East Midlands	51	0
London	48	1
Scotland	41	0
East of England	40	1
North East	35	0
Wales	35	0
Yorkshire and the Humber	34	1
Northern Ireland	8	0
Channel Islands	5	0

### International Delegates

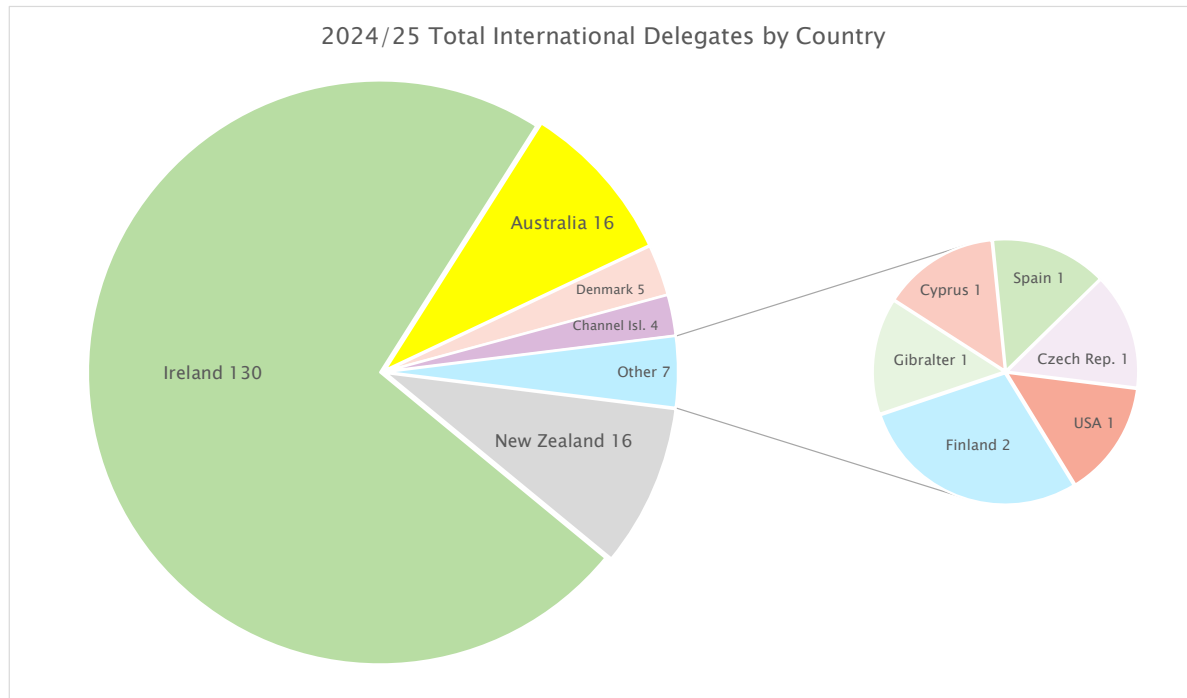
141 international delegates attended our courses in 2024/25.

98.6% (139) of international delegates attended Palliative care courses, and 1.4% (2) of international delegates attended communications skills courses.

There has been a 207% increase in international delegates compared to 2023/24, an increase which is largely explained by the 104 international delegates who attended the Masterclass in Palliative Care held in Cork, Ireland.

**Trustees' Annual Report (including Directors' Report)  
for the year ended 31st March 2025 (continued)**

Of the 130 total Irish delegates, 104 attended the Masterclass in Palliative Care held in Cork, Ireland. When excluding those who attended the Cork Masterclass, Ireland still accounted for more international delegates than any other country across our courses.



### International work

- On 19th October 2024, OxCERPC hosted and supported the 11th annual conference of Palliative Care Works, 60 people attended. (Palliativecareworks.org: A charity of experienced palliative care practitioners, managers and educators aiming to support and develop palliative care services in resource-limited settings, in collaboration with existing initiatives and organisations).
- Dr Mary Miller was an invited speaker at the Summer School, International Collaborative for best care of the Dying Person, Malaga, Spain 13th and 14th May 2024.
- Dr Mary Miller is an invited expert working with the team at Marymount University Hospice, Cork, Republic of Ireland, to develop their education centre.
- Dr Mary Miller is the external examiner for the Masters programme in University College Cork.
- OxCERPC invited international speakers from Canada and the Republic of Ireland.
- We continue to welcome international delegates to both our online and in-person courses.

### Research work

- The department led research meetings are well established and supported by OxCERPC. OxCERPC's aim is to raise interest in research, support staff to acquire research skills, and support staff to bring work to publication.
- OxCERPC supports the departmental medical journal club, weekly lists of publications relevant to the field and other bulletins. These resources are available physically in OxCERPC and electronically.
- In 2024/25 7 posters were brought to national conference and abstracts published.
- The research page on OxCERPC's website highlights both OxCERPC staff publications and departmental publications.
- Dr Mary Miller continues as the regional representative of the Palliative Care Research Society.

**Trustees' Annual Report (including Directors' Report)  
for the year ended 31st March 2025 (continued)**

**Work to support the NHS:**

- Kate Butcher continues to offer time to the NHS vaccination programme.

**Public Benefit Statement**

The Trustees have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission in exercising their powers and duties.

**Financial Review**

The number of delegates continue to grow. The income from educational activity covered expenditure and generating a small surplus.

During the year we transferred £75,000 into our investment portfolio, which is now valued at £266,982 (2024: £192,840.) We have not drawn down on our investment portfolio in 2024-25. The performance of our Investment Fund Manager, Quilter, showed a net capital gain (realised and unrealised) of £489 for the year (2024: gain £21,798). In the opinion of the Trustees, our portfolio continues to outperform the market.

**Reserves Policy**

Free reserves (or operating reserves) at the year-end were £435,348 (2024: £369,884).

The Operating Reserve is intended to provide an internal source of funds for situations such as an unexpected drop in income, increase in expenses, one-time unbudgeted expenses, or uninsured losses. The Trustees have determined that the operating reserve will be equal to at least six months of average operating costs. The operating reserve requirement at 31 March 2025 is at least £128k. (2024: £124k)

Restricted Funds totalled £2,688 at the end of the year (2024: £18,960). OxCERPC has a budgeted spending plan for 2025/26 to support fund objectives.

**Plans for Future Periods**

**New**

- To expand our impact by providing more teaching specific to GPs and Care Home staff.
- To increase the visibility of departmental research by creating a new section of our website featuring short summaries of ongoing research projects.
- To expand our reach by increasing the number of newsletters and websites with whom we advertise.

**Continued**

- Deliver the planned course programme for 2025/26, continuing to offer our established successful courses and develop new courses. Run the re-scheduled pilot courses for OxCERP's 'Deaf awareness' and 'Teaching the Teachers' courses.
- Build capacity by developing a cohort of educators.
- Maintain an active website and social media profile to offer information and support to customers.
- Develop collaborations. Continue our Masterclasses with Dorothy House Hospice, Marymount University Hospital in the Republic of Ireland, and Strathcarron in Scotland.
- Continue to develop a research culture by helping staff develop posters and presentations at conferences.



**Trustees' Annual Report (including Directors' Report)  
for the year ended 31st March 2025 (continued)**

The plans aim to support the objects, providing highly effective education to support health and social care staff in providing the best possible experience for those who are at the end of their life, underpinned by a sustainable business model.

**Structure, Governance and Management**

The Charitable Company is governed by its Memorandum and Articles of Association which were adopted on incorporation on 1st April 2017. It is registered as a Charity with the Charity Commission. The liability of members in the event of a winding up is limited by guarantee to an amount not exceeding £1 per member. At the balance sheet date there were 4 members.

The Board of Trustees, when complete, comprises a chairman and 3 – 5 other Trustees. The Trustees can fill any casual vacancy in their number. Trustees are selected, as required, to fill particular skill requirements on the Board of Trustees. Prospective Trustees are invited to make a series of introductory visits to the Hospice, Sobell House Hospice Charity offices and OxCERPC prior to being formally elected as Trustees.

The Board of Trustees meets four times a year. All policy and strategy decisions are formally tabled for approval at the Trustees' quarterly meetings. Decisions concerning the day to day running of the Charity are delegated to the director (Dr Mary Miller 0.34 WTE) and the team (5 people – 3 WTE).

**Key Management Personnel Remuneration**

The Trustees consider the director and education lead as the key management personnel of the Charity in charge of directing and controlling the Charity and running and operating the Charity on a day to day basis.

All Trustees give of their time freely and no Trustee remuneration was paid in the year. Details of Trustee expenses and related party transactions are disclosed in note 6 to the accounts.

Trustees are required to disclose all relevant interests and in accordance with the Charity's policy withdraw from decisions where a conflict of interest arises.

The pay of the employees is in line with their employer's NHS terms and conditions. One employee was employed by Katharine House Hospice Charity but seconded to OxCERPC. That employee's pay and conditions were in line with those of Katharine House Hospice Charity.

**Risk management**

Delegates find it difficult to secure funding for education and arrange time to attend training. The causes are multifactorial: cost of living crisis, NHS and hospice funding, industrial action and staff shortages across health and social care.

Providing online learning and recordings of the education mitigate the risks to an extent.

**Small companies exemption**

This report has been prepared having taken advantage of the small companies exemption in the Companies Act 2006.

**On behalf of the Board**

**Signature:** .....  
**Tim Harrison , Trustee**

**Date:** **26 June 2025**

**Independent examiner's Report to the Trustees of  
Oxford Centre for Education and Research in Palliative Care: Sobell House**

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2025 which are set out on pages 7 to 18

**Responsibilities and basis of report**

As the charity trustees of the 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 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 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 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 ICAEW, 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 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:**  
**Benjamin Hayes BSc FCA**  
**Wenn Townsend**  
**30 St Giles, Oxford**  
**OX1 3LE**

..... 2025

Oxford Centre for Education and Research in Palliative Care: Sobell House

Statement of Financial Activities  
(including Income and Expenditure Account)  
for the year ended 31st March 2025

	Note	Unrestricted funds £	Restricted funds £	Total 2025 £	Unrestricted funds £	Restricted funds £	Total 2024 £
<b>Income from:</b>							
Charitable activities	2	380,826	7,876	388,702	383,454	5,647	389,101
Investments	3	9,864	-	9,864	9,625	-	9,625
<b>Total income</b>		<u>390,690</u>	<u>7,876</u>	<u>398,566</u>	<u>393,079</u>	<u>5,647</u>	<u>398,726</u>
<b>Expenditure on:</b>							
Charitable activities	4	(330,085)	(24,148)	(354,233)	(317,186)	(32,438)	(349,624)
<b>Total expenditure</b>		<u>(330,085)</u>	<u>(24,148)</u>	<u>(354,233)</u>	<u>(317,186)</u>	<u>(32,438)</u>	<u>(349,624)</u>
Net gains/(losses) on investments	10	489	-	489	21,798	-	21,798
<b>Net income/(expenditure)</b>		<u>61,094</u>	<u>(16,272)</u>	<u>44,822</u>	<u>97,691</u>	<u>(26,791)</u>	<u>70,900</u>
Transfers between funds	14	-	-	-	-	-	-
<b>Net movement in funds</b>		<u>61,094</u>	<u>(16,272)</u>	<u>44,822</u>	<u>97,691</u>	<u>(26,791)</u>	<u>70,900</u>
<b>Reconciliation of funds:</b>							
Total funds brought forward		380,409	18,960	399,369	282,718	45,751	328,469
<b>Total funds carried forward</b>		<u>441,503</u>	<u>2,688</u>	<u>444,191</u>	<u>380,409</u>	<u>18,960</u>	<u>399,369</u>

All income and expenditure derive from continuing activities.

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

**Oxford Centre for Education and Research in Palliative Care: Sobell House**

**Balance Sheet  
As at 31st March 2025**

	<b>Note</b>	<b>2025</b> £	<b>2024</b> £
<b>Fixed assets</b>			
Intangible assets	<b>8</b>	400	1,316
Tangible assets	<b>9</b>	5,755	9,209
Investments	<b>10</b>	266,982	192,840
		<hr/>	<hr/>
		273,137	203,365
<b>Current assets</b>			
Debtors	<b>11</b>	30,942	37,096
Cash at bank and in hand		281,193	211,353
		<hr/>	<hr/>
		312,135	248,449
<b>Creditors: amounts falling due within one year</b>	<b>12</b>	(141,081)	(52,445)
		<hr/>	<hr/>
<b>Net current assets</b>		171,054	196,004
		<hr/>	<hr/>
<b>Net assets</b>		444,191	399,369
		<hr/>	<hr/>
<b>Charity Funds</b>			
Restricted funds	<b>14</b>	2,688	18,960
Unrestricted funds	<b>14</b>	441,503	380,409
		<hr/>	<hr/>
<b>Total charity funds</b>	<b>15</b>	444,191	399,369
		<hr/>	<hr/>

For the year ending 31 March 2025 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.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The financial statements were approved and authorised for issue by the Board on 27 May 2025.

**Signed on behalf of the Board of Trustees**

.....  
**Tim Harrison, Trustee**

**26 June 2025**

**The notes on pages 9-18 form part of these financial statements.**

**Company registration number: 10647198**

**Notes to the Accounts  
for the year ended 31st March 2025**

**1 Summary of significant accounting policies**

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

Oxford Centre for Education and Research in Palliative Care: Sobell House is a company limited by guarantee in England. 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 are included in the Trustees' Report.

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 issued in October 2019, 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 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 presented 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.

**(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.

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.

**(c) 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.

**Course income**

Course income is by far the main source of income. Course income is recognised once the course has been delivered, or in the case of the virtual course in the first month that the course is available to the participant.

**Notes to the Accounts  
for the year ended 31st March 2025**

**Summary of significant accounting policies (continued)**

**Donations and Grants**

For donations and Grants 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 or grant 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.

**Gifts in kind**

Donated facilities and donated professional services are recognised in income at their fair value when their economic benefit is probable, it can be measured reliably and the charity has control over the item. Fair value is determined on the basis of the value of the gift to the charity. For example, the amount the charity would be willing to pay in the open market for such facilities and services. A corresponding amount is recognised in expenditure. 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.

**Investment income**

Investment income is earned through holding assets for investment purposes. It includes dividends and interest. Where it is not practicable to identify investment management costs incurred within a scheme with reasonable accuracy the investment income is reported net of these costs. It is included when the amount can be measured reliably.

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

Expenditure on charitable activities includes the cost of programmes run at the Centre, and the salary costs recharged to the charity from Oxford University Hospital and Katharine House Hospice.

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office costs, governance costs and administrative costs. They are incurred directly in support of expenditure on the objects of the charity and include project management. Where support costs cannot be directly attributed to particular headings they have been allocated to charitable activities on a basis consistent with use of the resources.

**e) Intangible assets**

Intangible assets are amortised on a straight line basis over their useful lives. The useful lives of intangible assets are as follows:

Website development expenditure:	3 years
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**Notes to the Accounts  
for the year ended 31st March 2025**

**1 Summary of significant accounting policies (continued)**

**(f) Tangible fixed assets**

Tangible fixed assets are stated at cost (or deemed cost) or valuation less accumulated depreciation and accumulated impairment losses. Cost includes costs directly attributable to making the asset capable of operating as intended.

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: 3 years

**(g) Investments**

Investments are recognised initially at fair value which is normally the transaction price excluding transaction costs. Subsequently, they are measured at fair value with changes recognised in 'net gains / (losses) on investments' in the SoFA if the shares are publicly traded or their fair value can otherwise be measured reliably. Other investments are measured at cost less impairment.

**(h) 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.

**(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 resulting budgeted income and expenditure figures are deemed sufficient when coupled with the level of reserves held for the charity to be able to continue as a going concern.

**2 Income from charitable activities**

	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
Course fees – advanced courses	232,832	225,785
Course fees – other programmed courses	147,625	157,305
Grants received	7,602	5,647
Donations received	643	364
	<u>388,702</u>	<u>389,101</u>

**Notes to the Accounts  
for the year ended 31st March 2025**

**3 Income from investments**

	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
Dividends received	9,864	9,625
	<u>9,864</u>	<u>9,625</u>

**4 Analysis of expenditure on charitable activities**

	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
Advanced courses	39,787	35,589
Other programmed courses	74,809	83,246
Salary costs	196,445	193,139
Marketing and development	9,931	416
Accountancy and bookkeeping	11,550	12,604
Legal costs	300	5,281
Bank charges	3,316	2,708
Investment management charges	1,369	1,252
Website amortisation	916	916
Depreciation	4,292	2,442
Training	2,224	1,440
Other support costs	7,633	6,514
Governance costs (note 5)	1,661	4,493
	<u>354,233</u>	<u>349,624</u>

**5 Governance costs**

	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
Independent Examiner's/ Auditor's remuneration		
- fees	1,260	3,853
- Under provision in prior year	401	640
	<u>1,661</u>	<u>4,493</u>

**6 Trustees' and key management personnel remuneration and expenses**

The trustees neither received nor waived any remuneration during the current or preceding year.

The total amount of employee benefits received by key management personnel is £74,930 (2024: £63,711). The Trust considers its key management personnel comprises the director and trustees.

No trustees are accruing pension arrangements. The trustees did not have any expenses reimbursed during the current or preceding year.



**Notes to the Accounts  
for the year ended 31st March 2025**

**7 Staff costs and employee benefits**

The average monthly number of employees and full-time equivalent (FTE) during the period was as follows:

<b>2025 Number</b>	<b>2025 FTE</b>	<b>2024 Number</b>	<b>2024 FTE</b>
<b>5</b>	<b>3</b>	<b>5</b>	<b>3.4</b>
<u>5</u>	<u>3</u>	<u>5</u>	<u>3.4</u>

The total staff costs and employee benefits were as follows:

	<b>2025 £</b>	<b>2024 £</b>
Wages and salaries	196,445	193,139
	<u>196,445</u>	<u>193,139</u>

Staff costs were recharged to the charity from Oxford University Hospitals Trust and Katharine House Hospice, and thus the charity does not operate its own payroll. No employees received total employee benefits (excluding employer pension costs) of over £60,000 (2024: None).

**8 Intangible fixed assets**

	<b>Website development expenditure £</b>
<b>Cost:</b>	
At 1st April 2024	7,699
Additions	-
	<u>7,699</u>
At 31st March 2025	<u>7,699</u>
<b>Amortisation:</b>	
At 1st April 2024	6,383
Charge for the year	916
	<u>7,299</u>
At 31st March 2025	<u>7,299</u>
<b>Net book value:</b>	
At 31st March 2025	400
	<u>400</u>
At 1st April 2024	<u>1,316</u>

**Notes to the Accounts  
for the year ended 31st March 2025**

**9 Tangible fixed assets**

	<b>Office Equipment £</b>
<b>Cost:</b>	
At 1st April 2024	12,317
Additions	838
	<hr/>
At 31st March 2025	13,155
	<hr/> <hr/>
<b>Depreciation:</b>	
At 1st April 2024	3,108
Charge for the year	4,292
	<hr/>
At 31st March 2025	7,400
	<hr/> <hr/>
Net book value:	
At 31st March 2025	5,755
	<hr/> <hr/>
At 1st April 2024	9,209
	<hr/> <hr/>

**10 Fixed asset investments**

	<b>Listed Investments</b>	
	<b>2025 £</b>	<b>2024 £</b>
<b>Cost or valuation:</b>		
At 1st April 2024	192,840	171,813
Additions	84,968	61,436
Disposals	(11,161)	(48,326)
Revaluation	1,042	7,760
Movement in cash held within portfolio	(707)	157
	<hr/>	<hr/>
At 31st March 2025	266,982	192,840
	<hr/> <hr/>	<hr/> <hr/>
Investments at fair value comprise:		
	<b>2024 £</b>	<b>2023 £</b>
Equities	166,133	166,485
Securities	98,016	22,815
Cash within investment portfolio	2,833	3,540
	<hr/>	<hr/>
	266,982	192,840
	<hr/> <hr/>	<hr/> <hr/>

The fair value of listed investments is determined by reference to the quoted price for identical assets in an active market at the balance sheet date.

**Notes to the Accounts  
for the year ended 31st March 2025**

**11 Debtors**

	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
Trade debtors	20,496	26,336
Prepayments and accrued income	10,446	10,760
	<u>30,942</u>	<u>37,096</u>

**12 Creditors: amounts falling due within one year**

	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
Deferred income (see note 13)	87,930	33,640
Accruals	40,183	18,230
Other creditors	12,968	575
	<u>141,081</u>	<u>52,445</u>

**13 Deferred income**

	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
At 1st April 2024	33,640	72,545
Additions during the year	434,747	344,685
Amounts released to income	(380,457)	(383,590)
At 31st March 2025	<u><b>87,930</b></u>	<u>33,640</u>

Income has been deferred for amounts invoiced in advance of the programme run date.

**Notes to the Accounts  
for the year ended 31st March 2025**

**14 Fund reconciliation**

**i) 2024/25**

**Unrestricted funds**

	Balance at 01/04/24 £	Income £	Expenditure £	Investment gains £	Transfers £	Balance at 31/3/25 £
Unrestricted	380,409	390,690	(330,085)	489	-	441,503

**Restricted funds**

	Balance at 01/04/24 £	Income £	Expenditure £	Transfers £	Balance at 31/3/25 £
Strategic Health Authority grant	5,520	-	(5,135)	-	385
ICST Courses	1,320	-	(880)	-	440
OCCG SCAS Training	11,245	-	(9,408)	-	1,837
NHS England	26	-	-	-	26
Nuffield Capital fund	-849	7,876	(8,725)	-	-
	18,960	7,876	(24,148)	-	2,688

**Strategic Health Authority grant**

To support the provision of end of life care through education and training in the community of Oxfordshire.

**ICST Courses**

Thames Valley Cancer Alliance to fund 50 delegate places on intermediate communication skills training courses.

**OCCG SCAS Training**

South Central Ambulance Fund, in collaboration with Oxford Palliative Clinical Network to fund clinical network and project manager salary costs.

**NHS England**

To support staff across the southeast to access education and training in end-of-life care.

**Nuffield Capital fund**

To fund the purchase of computer and audio-visual equipment.

**Notes to the Accounts**  
for the year ended 31st March 2025

**14 Fund reconciliation (continued)****ii) 2023/24****Unrestricted funds**

	Balance at 01/04/23 £	Income £	Expenditure £	Investment gains £	Transfers £	Balance at 31/3/24
Unrestricted	282,718	393,079	(317,186)	21,798	-	380,409

**Restricted funds**

	Balance at 01/04/23 £	Income £	Expenditure £	Transfers £	Balance at 31/3/24 £
Strategic Health Authority grant	18,667	-	(13,147)	-	5,520
ICST Courses	4,070	-	(2,750)	-	1,320
TVCA ACST Courses	9,425	-	(9,425)	-	-
OCCG SCAS Training	12,753	-	(1,508)	-	11,245
NHS England	836	-	(810)	-	26
Nuffield Capital fund	-	5,647	(4,798)	-	849
	45,751	5,647	(32,438)	-	18,960

**Strategic Health Authority grant**

To support the provision of end of life care through education and training in the community of Oxfordshire.

**ICST Courses**

Thames Valley Cancer Alliance to fund 50 delegate places on intermediate communication skills training courses.

**TVCA ACST Courses**

Thames Valley Cancer Alliance to fund 60 delegate places on advanced communication skills training courses.

**OCCG SCAS Training**

South Central Ambulance Fund, in collaboration with Oxford Palliative Clinical Network to fund clinical network and project manager salary costs.

**NHS England**

To support staff across the southeast to access education and training in end-of-life care.

**Nuffield Capital fund**

To fund the purchase of computer and audio-visual equipment.

**Notes to the Accounts  
for the year ended 31st March 2025**

**15 Analysis of net assets between funds**

<b>2025</b>	<b>Unrestricted funds £</b>	<b>Restricted funds £</b>	<b>Total £</b>
Fixed assets	6,155	-	6,155
Investments	266,982	-	266,982
Cash at bank and in hand	278,505	2,688	281,193
Other current assets/(liabilities)	(110,139)	-	(110,139)
<b>Total</b>	<b>441,503</b>	<b>2,688</b>	<b>444,191</b>

\* Free reserves £435,348

<b>2024</b>	<b>Unrestricted funds £</b>	<b>Restricted funds £</b>	<b>Total £</b>
Fixed assets	10,525	-	10,525
Investments	192,840*	-	192,840
Cash at bank and in hand	192,393*	18,960	211,353
Other current assets/(liabilities)	(15,349)*	-	(15,349)
<b>Total</b>	<b>380,409</b>	<b>18,960</b>	<b>399,369</b>

\* Free reserves £369,884

**16 Related party transactions**

Sobell House Hospice Charity Limited (company number 05989017) is a company limited by guarantee and has some common directors with Oxford Centre for Education and Research in Palliative Care: Sobell House (OxCERPC).

During the year, Sobell House Hospice Charity Limited incurred costs of £nil (2024: £nil) on behalf of OxCERPC and recharged costs of £nil (2024: £nil). At the year end, £12,968 (2024: £575) was owed by OxCERPC to the charity for grants incorrectly paid by Hospice UK OxCERPC.