

Charity number: 209182

The Friends Of Hammersmith Hospital
Trustees' report and financial statements
for the year ended 31 March 2022

The Friends Of Hammersmith Hospital

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The Friends Of Hammersmith Hospital

Legal and administrative information

Charity registration number	209182	
Business address	Hammersmith Hospital Du Cane Road London W12 0HS	
Registered office	Hammersmith Hospital Du Cane Road London W12 0HS	
Patron	Professor Lord Winston D.Sc., FMedSci., F.R.C.O.G., F.R.C.P.	
President	Professor P. Punjabi F.C.C.P.	
Vice- presidents	Professor V Papalois F.R.C.P. Professor C Fotopoulou	
Chair	Miss. A Smith	
Executive committee	Mrs. H. Grewal Mrs. G. Hunt Mrs. M. Kearney Ms. H. Melmoth Mrs. D. Oldfield Ms. S.Pavlik Ms.J. Sweid OBE Mrs.K. Taylor- FREI Vicar J Westall	(retired 2021) (retired 2021) (retired 2021) (retired 2021) (retired 2021) (retired 2021) (retired 2021) (appointed 2022)
Administrator	Mrs. U.Jefferies	
Emeritus president	Professor K. M. Taylor F.R.C.S.	
Accountants	Leftley Rowe and Company Second Floor 87 Kenton Road Harrow Middlesex HA3 0AH	
Bankers	National Westminster Bank Plc 1 Abbey Road London NW10 7RA	

The Friends Of Hammersmith Hospital

Report of the Trustees for the year ended 31 March 2022

The Trustees present their report and the financial statements for the year ended 31 March 2022. The Trustees who served during the year and up to the date of this report are set out on page 1.

Charitable objects

The aims of the charity are to meet any requests for funding received from Hammersmith Hospital that are not likely to be funded through the NHS. This includes equipment for research, requests for equipment beneficial to patients and staff, and items to improve patient and staff amenities.

Structure, governance and management

Organisational structure

The charity is an association affiliated to Attend (formerly the National Association of Hospital and Community Friends). Its governing body is the Executive Committee which consists of a President, two Vice Presidents and ten members. There is also a Patron, and one salaried full-time Administrator who is supported by a group of 18 volunteers.

Aside from the President, the Committee members are elected annually and stand down after three years but are eligible for re-election, with the exception of the retiring Chairman who shall be an ex-officio member of the Executive Committee for one year. The Chairman and Vice Chairman are elected at the first Executive Committee meeting after the Annual General Meeting and can serve for three years .

The Committee meets approximately six times a year but the members are always in close contact, as many of them work as volunteers in the shop at least once a week or more. Extra meetings can be called when necessary.

Governance and internal control

The Trustees have examined the major strategic, business and operational risks which the charity faces and confirm that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen these risks.

Nature of the governing document

When the Friends of Hammersmith Hospital was founded in 1950 a set of 14 rules were set up. These rules are still adhered to today. A book of rules is available from our office.

The Friends Of Hammersmith Hospital

Report of the Trustees for the year ended 31 March 2022

Risk management

The Trustees have a risk management strategy, which is reviewed annually to discuss any risks the charity may face. This procedure is to minimise any risk and to identify and implement new procedures to lessen any potential impact on the charity.

Following numerous spates of theft from our shops, the Trustees felt it necessary to install CCTV in our main gift shop, which has minimized our losses and proven to be a valuable asset to both our volunteers and our stock.

With the numerous charities looking for support and the current economic climate we are having an impact on our fund raising, it was necessary to raise our profile and improve awareness of the activities of the Friends. We are currently joining more social media platforms to enable us to reach a wider audience. Our website www.friendsofhammersmithhospital.org.uk has increased activity and enabled our supporters to donate directly via a link to justgiving.com.

Other ways to donate and give support to the Friends are through Just Giving , (link on our website), the Charities Aid Foundation (CAF), Love2Donate, Give as you Live, Paypal giving fund and Charities Trust. Members shopping through Amazon Smile can link their purchases to the Friends and a percentage of the sales will be awarded to the Friends.

Concerns regarding our ageing members and the members of the Executive Committee continue to be an area on which the Trustees have agreed needs to be addressed. Also the problem of recruiting new volunteers became a big issue in the last few years. To combat the issue of recruiting younger volunteers we are now working more closely with the Imperial Healthcare Voluntary Services who have introduced a Youth Volunteering Programme, 16 -21 year olds, to help all charities involved with the Imperial Healthcare Trust. These volunteers are needed to secure the future activities of the Friends.

Employment policy

New Trustees are appointed from members of the Friends of Hammersmith Hospital.

The Friends Of Hammersmith Hospital

Report of the Trustees for the year ended 31 March 2022

Review of activities and achievements

We are entirely self supporting and the charity is adequately funded for the foreseeable future and able to meet whatever requests the Trustees feel suitable for our support.

Our income comes from membership fees, donations, legacies and goods sold in our shops. We sell a large range of goods in our gift shop, charity sale room and we also have a flower shop.

Apart from the normal requests, we also adopt a special Annual Project and money is raised specifically for this item. Due to Covid 19 restrictions we were unable to arrange a project this year but hope to reinstate the award as soon as we receive some applications .

The Annual Project is usually funded by goods donated for sale, monetary donations, book sales and by holding sales in our charity sales room. We also allocate the proceeds from the Grand Raffle which usually takes place in November but due to Covid 19 was also cancelled last year.

Summary of the projects funded as shown in note 6 of the accounts during the year were: None

Unfortunately as no grant applications were received throughout this year, due to the immense work load of the Doctors and Clinicians, we were unable to support any projects.

We hope to remedy that this year by promoting our services to the hospital internally by department and invite applications for awards.

Annual Project - There was no Annual Project this year.

All of our fundraising depends on the help from our many volunteers. On a daily basis there are usually at least two volunteers in our gift shop, two in our flower shop and usually two at our second hand salesroom, which opens three mornings a week. Since March 17th 2020 the Imperial College Healthcare NHS Trust have not permitted any Friends' volunteers on site, until September 2021 when we had two volunteers return. We currently have five volunteers returned and one new volunteer. Sadly due to age and restrictions many of our twenty two previous volunteers felt they were unable to return to duties.

This year unfortunately due to lack of volunteers we have not been able to hold our Derby Draw and Grand Raffle, which raise money for general funds. Hopefully next year, we will conduct these as usual, with all members being circulated three times a year and the tickets for the Derby Draw and the Grand Raffle being sent out with our appeal letters and information updates.

The Annual Report will be sent out in July with the Annual General Meeting invitation. This year the AGM will be held in the W12 Conference Centre, Hammersmith Hospital in September.

The Friends Of Hammersmith Hospital

Report of the Trustees for the year ended 31 March 2022

Financial Review

Reserves policy

It is the policy of the charity to maintain unrestricted funds, which are the free reserves of the charity, at a level which equates to approximately three years' net unrestricted expenditure. This provides sufficient funds to cover management, administration and support costs. Unrestricted funds were maintained at this level throughout the year. The level of unrestricted funds is £556,649 (2021: £537,566.).

The level of restricted funds is £101,795 (2021: £96,241) this relates to a large legacy received in 2008 in the name of Miss Maureen Miles. Under the terms of the bequest this fund is restricted for use in the Cardiology Department and Cardiac Surgery. The Trustees continue to consider the most effective application of these funds, and award them accordingly.

Investment powers, policy and performance

Under the rules of the Friends of Hammersmith Hospital, the charity has the power to invest in any way the Trustees wish.

Segregation of assets

The main body of income is held in our investment fund, Close Brothers Asset Management. The Friends have four portfolios invested within Close Brothers. Firstly our general fund account and secondly a restricted fund, The Maureen Miles fund, which is for the use of purchasing equipment for the Cardiology Department and Cardiac Surgery. We also have funds still available in a non-restricted fund which was set up in 2017 from a legacy received in memory of Terence and Jean Ridgley. In 2019 we opened a new investment arising from a legacy from Miss Margaret Bunce, an investment also placed in our Close Brothers Asset Management portfolio.

Grant making policy

All requests are put before the Executive Committee after confirmation that the NHS Trust has been approached and proof that funding is not available from them. We now have established close links with the Imperial College Healthcare Charity and are able to check with them whether applicants would also have access to funds within their departments, such as research or discretionary funds, for which they could apply instead of to the Friends of Hammersmith Hospital. If it is reported to us by the ICHC that there are departmental funds for which they could apply, then we refer the applicants to the holders of these funds before agreeing to consider funding their application. If approval is given, funds are made available immediately. In other cases, the applicant is invited to put their case personally to the Committee, prior to a funding decision being made.

The Friends Of Hammersmith Hospital

Report of the Trustees for the year ended 31 March 2022

Statement of Trustees' responsibilities

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

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

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

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with section 130 of the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the Trustees on 15th September 2022 and signed on its behalf by:

A Smith (Chair)

J Sweid (Trustee)

The Friends Of Hammersmith Hospital

Independent examiner's report to the Trustees on the unaudited financial statements of The Friends Of Hammersmith Hospital.

I report to the charity trustees on my examination of the financial statements of The Friends Of Hammersmith Hospital for the year ended 31 March 2022 set out on pages 8 to 16.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the financial statements in accordance with the requirements of The Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's financial statements 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:

- accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- the financial statements do not accord with those records; or
- the accounts do 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'.

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 financial statements to be reached.

Christopher Andrews ACA
Independent examiner

Leftley Rowe and Company
Chartered Accountants and Statutory Auditors
Second Floor
87 Kenton Road
Harrow
Middlesex
HA3 0AH

15th September 2022

The Friends Of Hammersmith Hospital**Statement of financial activities****For the year ended 31 March 2022**

	Notes	Unrestricted funds £	Restricted funds £	2022 Total £	2021 Total £
Income and endowments from:					
Donations and legacies	2	22,034	-	22,034	32,738
Charitable activities	3	7,551	3,508	11,059	7,896
Income from investments	4	7,682	1,399	9,081	10,303
Other incoming resources	5	1,084	-	1,084	10,000
Total income		<u>38,351</u>	<u>4,907</u>	<u>43,258</u>	<u>60,937</u>
Expenditure on:					
Raising funds					
Cost of goods sold and other costs	6	269	-	269	5,229
Expenditure on charitable activities	7, 8	(1,419)	-	(1,419)	19,544
Support costs	9	69,235	2,446	71,681	72,470
Total expenditure		<u>68,085</u>	<u>2,446</u>	<u>70,531</u>	<u>97,243</u>
Net income/(expenditure) before transfers and gains and losses on investments		(29,734)	2,461	(27,273)	(36,306)
Transfer between funds		-	(3,508)	(3,508)	(18,140)
Transfer between funds		3,508	-	3,508	18,140
Movement in market value of investment portfolio		45,309	6,601	51,910	118,152
Net movement in funds		<u>19,083</u>	<u>5,554</u>	<u>24,637</u>	<u>81,846</u>
Reconciliation of funds:					
Total funds brought forward		537,566	96,241	633,807	551,961
Total funds carried forward		<u>556,649</u>	<u>101,795</u>	<u>658,444</u>	<u>633,807</u>

The statement of financial activities includes all gains and losses in the year and therefore a separate statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

The notes on pages 10 to 16 form an integral part of these financial statements.

The Friends Of Hammersmith Hospital**Balance sheet
as at 31 March 2022**

	Notes	2022	2021
		£	£
Fixed assets			
Tangible fixed assets	12	-	231
Fixed asset investments	13	615,815	620,369
		<u>615,815</u>	<u>620,600</u>
Current assets			
Stock		5,234	5,504
Debtors	14	877	1,230
Bank and cash		72,337	25,057
		<u>78,448</u>	<u>31,791</u>
Creditors: amounts falling due within one year	15	(35,819)	(18,584)
Net current assets		<u>42,629</u>	<u>13,207</u>
Net assets		<u>658,444</u>	<u>633,807</u>
Funds	16		
Restricted income funds		101,795	96,241
Unrestricted income funds		556,649	537,566
Total funds		<u>658,444</u>	<u>633,807</u>

The financial statements were approved by the Trustees on 15th September 2022 and signed on its behalf by

.....
A. Smith (Chair)

.....
J. Sweid (Trustee)

The notes on pages 10 to 16 form an integral part of these financial statements.

The Friends Of Hammersmith Hospital

Notes to the financial statements for the year ended 31 March 2022

1. Accounting policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and the preceding year.

1.1. Basis of preparation

The financial statements have been prepared in accordance with Accounting and reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The Friends Of Hammersmith Hospital meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

The trustees consider that there are no material uncertainties about the Trust's ability to continue as a going concern.

1.2. Cashflow

The charity has taken advantage of the exemption from the requirement to produce a cashflow statement because it is a small charity.

1.3. Incoming resources

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Donations and legacies income is received by way of donations and gifts and is included in full in the Statement of Financial Activities when receivable. Gifts donated for resale are included as income when they are sold. Donated assets are included at the value to the charity where this can be quantified and a third party is bearing the cost. The value of services provided by volunteers has not been included.

Grants, including grants for the purchase of fixed assets, are recognised in full in the Statement of Financial Activities in the year in which they are receivable.

Income from the charity shop is included in the year in which it is receivable.

Income from investments is included in the year in which it is receivable.

Legacies are included when the charity is advised by the personal representative of an estate that payment will be made or property transferred and the amount involved can be quantified.

Subscriptions are included in the year in which they are received.

The Friends Of Hammersmith Hospital

Notes to the financial statements for the year ended 31 March 2022

1.4. Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

Resources expended are recognised in the year in which they are incurred.

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.

1.5. Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less accumulated depreciation. Depreciation is provided at rates calculated to write off the cost less residual value of each asset over its expected useful life, as follows:

Fixtures, fittings and equipment	-	20% per annum reducing balance
Shop fittings	-	20% per annum reducing balance

1.6. Investments

Investments held as fixed assets are revalued at mid-market value at the balance sheet date and the gain or loss taken to the statement of financial activities.

1.7. Stock

Stock is valued at the lower of cost and net realisable value.

2. Donations and legacies

	Unrestricted funds £	2022 Total £	2021 Total £
Donations	13,004	13,004	15,430
Legacies	9,000	9,000	17,178
Subscriptions	30	30	130
	<u>22,034</u>	<u>22,034</u>	<u>32,738</u>

3. Charitable activities

	Unrestricted funds £	Restricted funds £	2022 Total £	2021 Total £
Shop income	2,197	-	2,197	5,373
Annual project	5,354	3,508	8,862	2,523
	<u>7,551</u>	<u>3,508</u>	<u>11,059</u>	<u>7,896</u>

The Friends Of Hammersmith Hospital

Notes to the financial statements for the year ended 31 March 2022

4. Income from investments

	Unrestricted funds £	Restricted funds £	2022 Total £	2021 Total £
Income from interest and UK listed investments	7,682	1,399	9,081	10,303
	<u>7,682</u>	<u>1,399</u>	<u>9,081</u>	<u>10,303</u>

5. Other incoming resources

	Unrestricted funds £	2022 Total £	2021 Total £
Covid-19 support grant	-	-	10,000
Banking receipt	1,084	1,084	-
	<u>1,084</u>	<u>1,084</u>	<u>10,000</u>

6. Fundraising trading

	Unrestricted funds £	2022 Total £	2021 Total £
Shop costs	269	269	5,229
	<u>269</u>	<u>269</u>	<u>5,229</u>

7. Expenditure on charitable activities - by fund type

	Unrestricted funds £	2022 Total £	2021 Total £
Annual Project	-	-	-
Endoscopic vein harvesting kits	-	-	13,125
Contribution towards Hypoxic chamber	-	-	5,000
Solenoid valve switch and computer workstation	(1419)	(1,419)	1,419
	<u>(1419)</u>	<u>(1,419)</u>	<u>19,544</u>

The Friends Of Hammersmith Hospital

Notes to the financial statements for the year ended 31 March 2022

8. Expenditure on charitable activities - by activity

	2022 Total £	2021 Total £
Annual Project	-	-
Endoscopic vein harvesting kits	-	13,125
Contribution towards Hypoxic chamber	-	5,000
Solenoid valve switch and computer workstation	(1419)	1,419
	<u>(1,419)</u>	<u>19,544</u>

9. Analysis of support costs

	Unrestricted funds £	Restricted funds £	2022 Total £	2021 Total £
NHS recharges (including staff costs)	57,902	-	57,902	59,947
Insurance	645	-	645	614
Accountancy and bookkeeping fees	1,704	-	1,704	1,988
Legal and professional fees	6,302	2,446	8,748	8,071
Sundry expenses	1,114	-	1,114	746
Printing, postage and stationery	780	-	780	575
Depreciation	231	-	231	58
Bank charges	557	-	557	471
	<u>69,235</u>	<u>2,446</u>	<u>71,681</u>	<u>72,470</u>

The Friends Of Hammersmith Hospital

Notes to the financial statements for the year ended 31 March 2022

10. Employees

Employment costs	2022 £	2021 £
NHS recharges (including wages and salaries)	57,902	59,947

A salary has been paid to one employee during the year by the NHS (2021: one) and the Friends of Hammersmith Hospital pay a monthly charge to the NHS trust.

No salaries or wages have been paid to the trustees during the year.

Number of employees

The average monthly numbers of employees (including the Trustees) during the year, calculated on the basis of full time equivalents, was as follows:

	2022 Number	2021 Number
Employee	1	1

11. Taxation

The charity's activities fall within the exemptions afforded by the provisions of Part 10 Income Tax Act 2007 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. Accordingly, there is no taxation charge in these accounts.

12. Tangible fixed assets

	Fixtures, fittings and equipment £	Shop fittings £	Total £
Cost			
At 1 April 2021	3,443	19,140	22,583
At 31 March 2022	3,443	19,140	22,583
Depreciation			
At 1 April 2021	3,390	18,962	22,352
Charge for the year	53	178	231
At 31 March 2022	3,443	19,140	22,583
Net book values			
At 31 March 2022	-	-	-
At 31 March 2021	53	178	231

The Friends Of Hammersmith Hospital

Notes to the financial statements for the year ended 31 March 2022

13. Fixed asset investments

	Listed investments £	Total £
Market value		
At 1 April 2021	620,369	620,369
Movement	(4,554)	(4,554)
At 31 March 2022	<u>615,815</u>	<u>615,815</u>

All fixed asset investments are held within the United Kingdom.

14. Debtors

	2022 £	2021 £
Other debtors	320	673
Prepayments	557	557
	<u>877</u>	<u>1,230</u>

15. Creditors: amounts falling due within one year

	2022 £	2021 £
Taxes and social security creditor	151	-
Accruals and deferred income	35,668	18,584
	<u>35,819</u>	<u>18,584</u>

16. Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total funds £
Fund balances at 31 March 2022 as represented by:			
Tangible fixed assets	-	-	-
Fixed asset investments	515,698	100,117	615,815
Current assets	78,448	-	78,448
Current liabilities	(35,819)	-	(35,819)
	<u>558,327</u>	<u>100,117</u>	<u>658,444</u>

The Friends Of Hammersmith Hospital

Notes to the financial statements for the year ended 31 March 2022

17. Unrestricted funds	At 01 April 2021 £	Incoming resources £	Outgoing resources £	Transfers £	Movement £	At 31 March 2022 £
General fund	537,566	38,351	(68,085)	3,508	45,309	556,649

Purposes of unrestricted funds

The purpose of the funds are to try and meet any requests for funding received from Hammersmith Hospital staff which are not likely to be funded through the NHS.

18. Restricted funds	At 01 April 2021 £	Incoming resources £	Outgoing resources £	Transfers £	Movement £	At 31 March 2022 £
Maureen Miles Legacy	96,241	1,399	(2,446)	-	6,601	101,795
Annual project	-	3,508		(3,508)	-	-
	96,241	4,907	(2,446)	(3,508)	6,601	101,795

Purposes of restricted funds

Maureen Miles Legacy

The Maureen Miles Legacy fund is restricted for use in the Cardiology Department and Cardiac Surgery. The trustees are still considering the most effective application of the funds.

Annual project

The annual project aims to raise funds to finance a specific item every year. This year there was no annual project due to Covid 19 restrictions.