

UNAUDITED FINANCIAL STATEMENTS & TRUSTEES REPORT YEAR ENDED 31 DECEMBER 2020



Donation from Waitrose Community Fund

'Small Acts of Friendship helps us deliver a higher quality of care which is a real boost for everyone's wellbeing.' Dr Katherine Hurt, Respiratory Consultant

'Our work is so worthwhile. It's lovely to give something back and to see the difference it can make to patients.' Robert Griffiths, Volunteer

REGISTERED CHARITY NUMBER: 209414

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2020
FOR
FRIENDS OF BRIGHTON AND HOVE HOSPITALS

Chariot House Limited
Chartered Accountants
44 Grand Parade
Brighton
East Sussex
BN2 9QA

FRIENDS OF BRIGHTON AND HOVE HOSPITALS

CONTENTS OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2020

	Page
Report of the Trustees	1 to 11
Independent Examiner's Report	12
Statement of Financial Activities	13
Balance Sheet	14
Notes to the Financial Statements	15 to 25

FRIENDS OF BRIGHTON AND HOVE HOSPITALS

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31ST DECEMBER 2020**

The trustees present their report with the financial statements of the charity for the year ended 31st December 2020. The trustees have adopted the provisions of 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 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The Charity's principal objective is to raise funds from subscriptions, donations, fundraising events and legacies to provide additional equipment and amenities for patients, visitors and staff of the NHS Trusts serving the communities of Brighton & Hove and Newhaven.

In 2020 the NHS Trusts supported were:

- Brighton and Sussex University Hospitals NHS Trust
- Sussex Community NHS Foundation Trust
- Sussex Partnership NHS Foundation Trust

Public benefit

The Executive Committee confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Charity's aims and objectives and in the planning of future activities.

This they believe is demonstrated in this report.

FRIENDS OF BRIGHTON AND HOVE HOSPITALS

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31ST DECEMBER 2020**

ACHIEVEMENT AND PERFORMANCE

Chairman's report

This report for charitable activities for 2020 reflects the operations of Friends of Brighton & Hove Hospitals during Government restrictions due to Covid-19 pandemic. At the time of writing, Spring 2021, the Friends continue to work within current national guidelines limiting activities around fundraising, face to face communications and networking.

Trustees have developed agile ways of working to enable the aims of the charity to be met and to continue supporting patients and staff at NHS Hospitals in Brighton & Hove.

INTRODUCTION

Chairman Glynn Jones writes:

This is perhaps the most difficult year the Charity has faced since its creation and yet despite all the challenges that the Covid Pandemic presented for our Trustees and volunteers and those who we work closely with in the local NHS, much was still achieved due to the dedication and passion which was demonstrated by so many throughout the year.

ACHIEVEMENT AND PERFORMANCE

Equipment and Services provided

During 2020, total funding of £81,764.57 provided support for equipment and services for:

Small Acts of Friendship: Year 4: £30,000.

Equipment for wards and departments at Brighton and Sussex University Hospitals NHS Trust (Royal Sussex County Hospital): £38,369.17.

Equipment for Sussex Community NHS Foundation Trust: £3,145.70.

Equipment and services for Sussex Partnership NHS Foundation Trust: £9,060.68.

External funding to support Scrub Hub in providing PPE: £1,189.02.

A full list of equipment funded is on page 6 - How Your Money Was Spent

All the equipment and services we funded throughout the year were focussed totally on improving the patient experience whilst in hospital. We worked very closely with our colleagues in the NHS to ensure anything your Friends fund, really does go straight to the patient, but this year because of the enormous pressure placed on NHS staff directly as a result of the pandemic, we also worked hard to support staff themselves in very practical ways.

At the start of 2020 Friends of Brighton & Hove Hospitals had planned a full schedule of fundraising events developed by Fundraiser Katy Wells who began working with the Friends in Autumn 2019.

Then the pandemic began and the first lockdown in March 2020 halted all events and face to face fundraising.

The Friends quickly pivoted to offer support for NHS Staff where it was most needed. This included staff welfare packs, free refreshments on wards for all staff, new bedding for Doctors overnight accommodation and working with Brighton Scrub Hub to provide PPE in the early days of the pandemic.

For service users an urgent request from Mill View Hospital provided funding to provide entertainment devices for patients locked-down in their rooms and unable to access activities and companionship.

Throughout the following months the Friends remained busy and active, responsive to requests for funding to help front-line staff and to demonstrate the charity understood the challenges of their role at this unprecedented time.

The Friends carried on fundraising in many different ways. Donations were received from local organisations and individuals who recognised how the Friends were working in an agile way: whilst very welcome this did not match the expected income from the cancelled fundraising opportunities. For the Friends, like many small local charities, the drop in income in 2020 will impact future funding decisions.

FRIENDS OF BRIGHTON AND HOVE HOSPITALS

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31ST DECEMBER 2020**

Our Projects

Small Acts of Friendship

Small Acts of Friendship (SAF) is a unique initiative devised by Elderly Care Consultants at the Royal Sussex County Hospital (RSCH) and supported by Friends of Brighton & Hove Hospitals. The programme is designed to keep older patients socially active and help retain mobility and well-being whilst in hospital and better able to re-join their community when they leave. The programme was identified as an example of outstanding practice in a CQC report.

Small Acts of Friendship has delivered activities and therapeutic treatments for over 4,000 patients on Emerald, Jowers, Chichester and Vallance wards at Royal Sussex County Hospital since November 2017. At the start of 2020, Co-Ordinator Paola O'Sullivan managed a mixed team of volunteers, therapists and activity facilitators offering hairdressing, Indian Head Massage, hand massage, reminiscence, poetry, art and music therapy. At the start of the pandemic all activities delivered by SAF volunteers and therapists were halted as visits to the wards were banned. The SAF Co-ordinator was able to continue vital patient engagement during the following months ensuring the Small Acts ethos remained embedded during an extremely difficult time for clinical staff. At the time of writing, therapeutic treatments have now returned to the wards, in addition a new treatment of Reflexology has been added to the services offered.

Trustees acknowledge and thank SAF Co-Ordinator Paola O'Sullivan for the vital role she undertook supporting patients and assisting staff during this most challenging time in our hospitals and adapting the project for the continued benefit of patients.

In October 2020, Trustees were approached by respiratory consultant Katherine Hurt and her team with a view to extending Small Acts of Friendship to three further wards at Royal Sussex County Hospital - Catherine James, Egremont and Overton. This was agreed in principle with funding confirmed in January 2021.

Mill View Hospital & Sussex Partnership Trust

As mentioned above, a key identified need was to provide safe and engaging activities for mental health patients whilst in the wards at Mill View Hospital. £8,118 was made available immediately for tablets and DVD players to ensure every patient had online access via their own device. Also funded were cream teas for staff and patients at Lindridge House in Hove and Christmas Gifts for patients at Mill View Hospital.

Events

Swish Clothes Swap - January 2020

Pub Quiz and Raffle - February

Tennisathon & Raffle - February 2020

Wine Tasting - August 2020

Future Events

A fundraising i-Drop from the i-360 in Brighton was planned for October 2020 with strong support from the local community (over 35 people are signed up) and appreciable sponsorship raised. The first date had to be cancelled due to poor weather and further lockdowns prevented this event going ahead. The event has been re-scheduled for June 2021.

Fundraising initiatives

Christmas 2020:

- a seasonal advent calendar supported by local independent retailers was designed and printed
- an online raffle with prizes donated by local businesses was organised
- local artists were commissioned to provide Brighton & Hove themed designs for bespoke Christmas cards

FRIENDS OF BRIGHTON AND HOVE HOSPITALS

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31ST DECEMBER 2020**

With limited retail outlets open the charity pivoted to online sales. Within a challenging environment over £5,000 was raised by these initiatives.

Community Engagement

- The Friends are a Co-op community Fund beneficiary November 2020 - 2021.
- Newsletters are sent regularly to members and supporters. Small Acts of Friendship (SAF) news updates are produced regularly and circulated to supporters and funders.

Corporate funding received:

- Derek and Eileen Dodgson Foundation: £5,000 in support of SAF End of Life Care
- Sussex Masonic Charities: £5,000 in support of SAF: £5,000 in support of ED
- In memory of Michael Lewis: £5,000 staff accommodation costs, £5,000 donation
- Brighton & Hove Soiree Rotary Club: total donations £7,071 and £900 to upgrade RITA reminiscence system in the elderly care wards

In April 2020, Friends Trustee Peter Orpen died suddenly of suspected Covid-19. Brighton & Hove Soiree Rotary Club fundraised in memory of Peter and wished to create a lasting tribute; Peter had been a long-standing member of the Club and President in 1995-6. Within the Small Acts of Friendship initiative it was planned to create two End of Life Rooms within the elderly care wards at Royal Sussex County Hospital. Rotary Club donations have supported the creation of these rooms which will be called the Orpen Room and the Dodgson Room. Peter will be remembered as a loyal and engaged Trustee with a particular focus on Governance and Corporate Fundraising. Through Peter new links were firmly established with Brighton & Hove Soiree Rotary Club and ELC which will continue.

The Annual General Meeting was held on 30 September via Zoom.

Trustees welcomed new patrons Maureen and Michael Chowen and Sir Anthony Seldon who gave an impromptu address from his lockdown address in Kent.

Trustees sincerely hope to host an in-person AGM in 2021.

The Friends Shop: following months of disappointing income, a rent freeze and operational costs being stripped down, Trustees decided to close the Friends Shop. Notice was given to the Landlord but lockdown in March 2020 meant the shop closed immediately. The lease ended 31 May 2020 and the premises were cleared. The four staff received full salaries throughout this period until the end of the lease and each had statutory redundancy payments as due.

The Friends Café at the Park Centre for Breast Care is run and managed by volunteers. After a successful start to 2020, the Café closed temporarily in March 2020. The Café re-opened on shorter hours and with fewer volunteers in August, closed again for four weeks in November and closed again immediately after Christmas. This uncertainty and the limited number of departments working within the Park Centre has impacted Café income considerably. Breast Care services for patients have continued throughout the year. The core remit for the Café is to provide a service for patients visiting for treatment and volunteers remain committed to ensuring this service continues.

The café contributed £2,456 in proceeds after costs - £9,627 in 2019 - reflecting the months of enforced closure in 2020.

FRIENDS OF BRIGHTON AND HOVE HOSPITALS

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31ST DECEMBER 2020**

FINANCIAL REVIEW

Financial position

Legacies and Investments

The charity received £41,313 in legacy income during the year. Legacies remain a key source of income for the charity and Trustees are grateful to everyone who remembers the Friends in their Will.

Trustees remain in discussion with senior clinicians in the relevant department in relation to an earmarked legacy received in 2018 as to how these funds can best benefit patients, within BSUH guidelines for capital projects.

Gift Aid is being claimed on relevant donations.

The Hon Treasurer and the Administrator regularly review investment arrangements to ensure the best available interest rates are received on investment monies without taking undue risks. Reviews during 2020 have included the impact of reductions in interest rates payable on investment accounts due to the global pandemic and possible impacts of Brexit.

Membership

At December 2020, the Friends had 109 members, of whom 24 were Volunteering Members and 85 were members through payment of a subscription (some volunteering members also choose to pay a subscription). Our volunteering members include Friends Trustees, Small Acts of Friendship volunteers and the team at the Friends Café.

Our longest-standing member joined us in 1970. We actively seek to claim Gift Aid on all applicable donations.

Online donations

Income is received from individual fundraising, direct and In Memorium donations via platforms such as Just Giving, Love2Donate, Memory Giving, Virginmoneygiving, Smile Amazon and Easyfundraising.

FRIENDS OF BRIGHTON AND HOVE HOSPITALS

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31ST DECEMBER 2020**

FINANCIAL REVIEW

HOW YOUR MONEY WAS SPENT IN 2020

Brighton & Sussex University Hospitals NHS Trust

Stress ECG Machine	9,800.00
Patient Lounge Refurbishment	4,875.60
Technogym Bike Forma	2,250.00
Patient Transfer Scale	2,195.00
3 x Tilt in Space Wheelchairs	3,096.00
LED TV	348.99
Staff Refreshments: Elderly Care	468.49
Staff Refreshments: Park Centre	396.59
Ultrasound Training Block	526.00
Ultrasound Cardiac Probe	5,192.50
Mattress covers/bedding	5,020.00
Bodystat Quadscan	4,200.00

Imaging (Nuclear Medicine Dept) RSCH
Newhaven Community Ward
Hove Polyclinic Outpatient Gym
Acute Assessment Unit RSCH
Major Trauma Ward RSCH
Endoscopy/UGI RSCH
Supporting staff treating Covid-19 patients
Supporting staff within breast care services
Acute care: vascular access training
Acute medicine: to support timely diagnostics
For overnight accommodation for Doctors
Assessment of nutritional need in patients

Sussex Community Foundation NHS Trust

BIRT Memory Test	882.00
Fridge at IPCT West Adults	226.80
HADS Manual & Questionnaire	153.97
Card and Stim books	377.20
T-Rolls: Occupational Therapy	275.33
ECG Machine (accl costs)	404.20

Patient assessment after brain injury
For staff area at Brighton General
Mood screening questionnaire
Neurophysiologies assessment tools
To support posture and positioning
Community Responsive Services

Sussex Partnership NHS Foundation Trust

iPads, CD's for patient activities	8,121.08
Cream Teas Lindridge	279.60
Christmas gifts	660.00

Individual devices for locked-down patients
A Small Act of Friendship for Care Home residents
Seasonal cheer for 82 patients

Non NHS Trust Grants

Fabric for PPE	1,189.02
----------------	----------

Brighton Scrub Hub

Investment policy and objectives

There are no restrictions on the Charity's power to invest. The investment strategy is set by the Executive Committee and takes account of recent demand for funds and the quality of the funding applications. In setting the investment strategy, the Executive Committee consider the income requirements of the Charity and the risk profile of the investments.

Reserves policy

It is the policy of the Charity to maintain unrestricted and unallocated funds, which are the free reserves of the Charity, at a level sufficient to cover future unrestricted expenditure. This provides funds to cover management and administration costs and to respond to applications for grants that arise.

FRIENDS OF BRIGHTON AND HOVE HOSPITALS

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31ST DECEMBER 2020**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Friends of Brighton & Hove Hospitals is governed by a document first issued in 1949, which has been amended over the last 65 years, most recently in 2004 to incorporate a change of title to Friends of Brighton & Hove Hospitals and in 2015 to include a Trustee Succession Policy, changes to membership rules, reduce numbers required for a quorate General Meeting and to allow electronic communications.

FRIENDS OF BRIGHTON AND HOVE HOSPITALS

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31ST DECEMBER 2020**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governance and Management

To reflect changes in the charity over the last twelve months i.e. closure of the Friends Shop and an increased focus on fundraising and external communications, Trustees reviewed the sub-group structure and reporting lines.

The retail strategy group was disbanded. Sub-groups as of September 2020 are:

Executive: (Chair Glynn Jones)

Small Acts of Friendship: (Chair Chris Rendel)

Marketing: (Chair Chris Rendel)

Full Board Meetings are held four times a year. The Board did not meet in April 2020 due to the exceptional circumstances at the time. From May 2020 all meetings moved onto virtual platforms (mainly Zoom).

Friends of Brighton & Hove Hospitals comply with General Data Protection Regulation (GDPR) legislation which came into force in 2018. Debbie Reeder is the responsible Trustee and Suzy Horne is Data Protection Officer.

Despite the difficulties experienced as a result of the pandemic, I can honestly say that I have never felt prouder to be Chair of your Friends than I have throughout this last year. We have a very strong Board who without exception, bring with them a wide range of experience and all of whom are willing to roll up their sleeves to get things done. Particular thanks to Vice Chairs Janet Flint and Chris Rendel and our Treasurer Howard Kidd.

The Friends Office remained operational throughout the last year. My thanks to Suzy Horne, Office Manager, who worked tirelessly to ensure Friends continued to support patients and staff during this exceptional time. Sarah McHugh resigned from her role as Assistant Administrator in September 2020 after 12 years and we thank her for her dedication and commitment to the charity. Tricia Callaghan joined for 4 months but left to take up a full-time role.

I also wish to place on record, the whole Boards' sincere thanks to our outstanding band of Volunteers who help in so many ways and who have carried out their duties in and out of hospital magnificently, working very hard and innovatively in very difficult circumstances often quickly adapting to the requests for help from our NHS colleagues. I wish to place on record my personal thanks to all of them for their outstanding work.

As many of you will realise the pandemic has placed enormous pressures, not only on our NHS but also the very many voluntary organisations and charities that operate within the City and its surrounding areas.

Friends of Brighton & Hove Hospitals is acutely aware of the competition for donations and very many of you have already responded magnificently and very generously. Regrettably, however, the pressures on the NHS are not decreasing and whilst it is still fighting Covid-19, the country is now having to face an enormous backlog in people requiring treatment and, in some cases, urgent surgery, which will not be dramatically reduced for some years to come.

For your Friends this means we will work more innovatively to raise money from our existing and new supporters to meet these new challenges. We will be improving and expanding considerably how we communicate with our supporters, explaining the work we are doing and how you and your family and friends can help continue to support us in our work with your local NHS.

We will continue working with the NHS on truly excellent schemes such as **Small Acts of Friendship**, which really do help Improve the Patient Experience and help ensure we have local NHS services which are patient focussed, innovative and examples of best practice.

Thank you and stay safe.

FRIENDS OF BRIGHTON AND HOVE HOSPITALS

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31ST DECEMBER 2020**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Glynn Jones OBE, DL
Chairman

Appointment of new members of the Executive Committee

The constitution states there should be a maximum of fifteen members in total all of whom are elected (and for longer standing members, re-elected) at the Annual General Meeting.

New members may attend Committee meetings before being elected. Friends of Brighton & Hove Hospitals have a policy for the recruitment, selection and induction of members which is checked and approved by the full Executive Committee every year. The Charity Commission leaflet CC3(A) is circulated to all new members.

The Friends have established a register of pecuniary interests and attendance at meetings and events is monitored.

Organisational structure

The Executive Committee is responsible for the management of the charity and will report on the year's work at the Annual General Meeting.

Further details are contained in the chairman's report.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

209414

Principal address

The Old Chapel
37 St Georges Road
Brighton
East Sussex
BN3 2ED

Trustees

Ms M Al-Jawad
Mr J Austin
Mrs E Church
Ms J Flint Vice Chair
Mr R Griffiths
Mrs P Hayward Honorary Trustee from 30/9/2020
Dr G Jones Chairman
Mr H Kidd Treasurer
Mr P Orpen (deceased 4/4/2020)
Mrs D Reeder
Mr C Rendel Vice Chair
Mr I Yunus

FRIENDS OF BRIGHTON AND HOVE HOSPITALS

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31ST DECEMBER 2020**

REFERENCE AND ADMINISTRATIVE DETAILS

Independent Examiner

Christopher Robert Tyler FCA DChA FCIE
Chartered Accountant
Chariot House Limited
Chartered Accountants
44 Grand Parade
Brighton
East Sussex
BN2 9QA

Patrons

Sally Gunnell OBE DL
Maureen and Michael Chowen

Bankers

Barclays Bank Plc
149-155 Church Road
Hove
East Sussex
BN3 2AE

FUNDS HELD AS CUSTODIAN FOR OTHERS

There are no arrangements where the Charity or member of the Executive Committee is acting as custodian.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees are responsible for preparing the Report of the Trustees 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 and Wales, the Charities Act 2011, Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed 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, including the income and expenditure, of the charity for that period. In preparing those financial statements, the trustees are required to

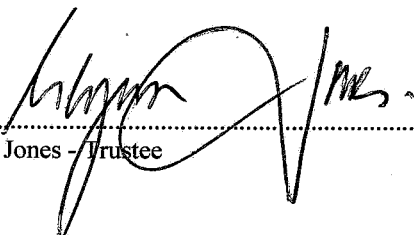
- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

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 the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. 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.

FRIENDS OF BRIGHTON AND HOVE HOSPITALS

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST DECEMBER 2020

Approved by order of the board of trustees on 22nd Jan 2021..... and signed on its behalf by:


.....
Dr G Jones - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
FRIENDS OF BRIGHTON AND HOVE HOSPITALS**

Independent examiner's report to the trustees of Friends of Brighton and Hove Hospitals

I report to the charity trustees on my examination of the accounts of Friends of Brighton and Hove Hospitals (the Trust) for the year ended 31st December 2020.

Responsibilities and basis of report

As the charity trustees of the Trust 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 Act and in carrying out my examination I have followed all 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. 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 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.



Christopher Robert Tyler FCA DChA FCIE
Chartered Accountant
Chariot House Limited
Chartered Accountants
44 Grand Parade
Brighton
East Sussex
BN2 9QA

Date: ~~2020~~ June 2021

FRIENDS OF BRIGHTON AND HOVE HOSPITALS**STATEMENT OF FINANCIAL ACTIVITIES**
FOR THE YEAR ENDED 31ST DECEMBER 2020

	Notes	Unrestricted funds £	Restricted funds £	2020 Total funds £	2019 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	108,334	5,000	113,334	103,097
Investment income	3	11,789	-	11,789	13,363
Other income	4	<u>23,191</u>	<u>-</u>	<u>23,191</u>	<u>75,263</u>
Total		143,314	5,000	148,314	191,723
EXPENDITURE ON					
Raising funds	5	48,061	-	48,061	65,985
Charitable activities	6				
Grants payable		86,741	22,157	108,898	386,937
Support costs		<u>2,696</u>	<u>-</u>	<u>2,696</u>	<u>2,308</u>
Total		137,498	22,157	159,655	455,230
NET INCOME/(EXPENDITURE)		5,816	(17,157)	(11,341)	(263,507)
RECONCILIATION OF FUNDS					
Total funds brought forward		303,940	290,448	594,388	857,895
TOTAL FUNDS CARRIED FORWARD		<u>309,756</u>	<u>273,291</u>	<u>583,047</u>	<u>594,388</u>

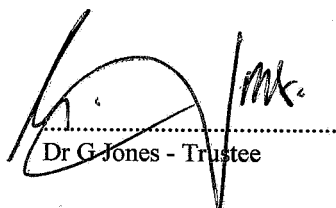
The notes form part of these financial statements

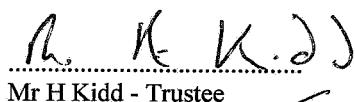
FRIENDS OF BRIGHTON AND HOVE HOSPITALS

BALANCE SHEET
31ST DECEMBER 2020

	Notes	Unrestricted funds £	Restricted funds £	2020 Total funds £	2019 Total funds £
FIXED ASSETS					
Tangible assets	13	2,226	-	2,226	2,703
CURRENT ASSETS					
Debtors	14	-	-	-	14,162
Cash at bank and in hand		<u>596,374</u>	<u>273,291</u>	<u>869,665</u>	<u>1,034,504</u>
		596,374	273,291	869,665	1,048,666
CREDITORS					
Amounts falling due within one year	15	(288,844)	-	(288,844)	(456,981)
NET CURRENT ASSETS		<u>307,530</u>	<u>273,291</u>	<u>580,821</u>	<u>591,685</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>309,756</u>	<u>273,291</u>	<u>583,047</u>	<u>594,388</u>
NET ASSETS		<u>309,756</u>	<u>273,291</u>	<u>583,047</u>	<u>594,388</u>
FUNDS	16				
Unrestricted funds				309,756	303,940
Restricted funds				<u>273,291</u>	<u>290,448</u>
TOTAL FUNDS				<u>583,047</u>	<u>594,388</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 22nd June 2021 and were signed on its behalf by:


Dr G Jones - Trustee


Mr H Kidd - Trustee

The notes form part of these financial statements

FRIENDS OF BRIGHTON AND HOVE HOSPITALS

NOTES TO THE FINANCIAL STATEMENTS **FOR THE YEAR ENDED 31ST DECEMBER 2020**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

The accounts are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The trustees/directors consider that there are no material uncertainties about the company's ability to continue as a going concern. The trustees have taken advantage of the various sources of Government support during the COVID-19 pandemic and consider that it will not have a significant impact on the company's ability to continue trading. Income from trading activities is expected to reduce due to the lockdown conditions and steps are being taken to make cost savings. The trustees regard any impact to be short term rather than affecting the company's ability to continue as a going concern. There are no material uncertainties affecting the current year's accounts.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Income from donations is accounted for as received by the charity. The income from fundraising ventures is shown gross, with the associated costs included in fundraising costs. The value of voluntary work is not included in the financial statements.

For legacies, entitlement is taken on a case by case basis as the earlier of the date on which: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the charity that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. If the legacy is in the form of an asset other than cash or an asset listed on a recognised stock exchange, recognition is subject to the value of the asset being able to be reliably measured and title to the asset has passed to the charity. Where legacies have been notified to the charity or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

FRIENDS OF BRIGHTON AND HOVE HOSPITALS

NOTES TO THE FINANCIAL STATEMENTS - continued **FOR THE YEAR ENDED 31ST DECEMBER 2020**

1. ACCOUNTING POLICIES - continued

Expenditure

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Grants payable

Grants payable are included in the accounts when the obligation to make the payment arises. Any grants awarded, but unspent within two years are written back to be made available for future funding bids.

Allocation and apportionment of costs

Staff costs have been allocated between grant making and other charitable activities according to the time spent by staff on each activity.

Other support costs attributable to each activity have been allocated on a direct cost basis or, for other overhead costs, apportioned according to management estimates.

Tangible fixed assets

Fixed assets are depreciated so as to write off their cost over their useful economic lives at the following rates :

Office equipment - 15% straight line basis.

Tangible Fixed Assets costing more than £1,000 are capitalised and including any incidental expenses of acquisition.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Donated goods

Donated goods and services have not been recognised in these financial statements as it is not practicable to do so and the cost outweighs the benefit.

FRIENDS OF BRIGHTON AND HOVE HOSPITALS**NOTES TO THE FINANCIAL STATEMENTS - continued**
FOR THE YEAR ENDED 31ST DECEMBER 2020**2. DONATIONS AND LEGACIES**

	2020	2019
	£	£
Legacies	41,313	70,467
Donations and subscriptions	62,021	32,630
BHCC small business grant	10,000	-
	<u>113,334</u>	<u>103,097</u>

Grants received, included in the above, are as follows:

	2020	2019
	£	£
BHCC Small Business Grant	<u>10,000</u>	<u>-</u>

3. INVESTMENT INCOME

	2020	2019
	£	£
Deposit account interest	<u>11,789</u>	<u>13,363</u>

4. OTHER INCOME

	2020	2019
	£	£
Christmas sales	1,139	676
Book sales	62	162
Friends Cafe Park Centre	8,634	27,493
Friends Shop sales	7,601	42,384
Fundraising	3,647	-
Miscellaneous income	<u>2,108</u>	<u>4,548</u>
	<u>23,191</u>	<u>75,263</u>

FRIENDS OF BRIGHTON AND HOVE HOSPITALS**NOTES TO THE FINANCIAL STATEMENTS - continued**
FOR THE YEAR ENDED 31ST DECEMBER 2020**5. RAISING FUNDS**

	2020	2019
	£	£
Purchases	5,724	19,192
Staff costs	11,693	26,632
Rent	5,417	13,000
Rates and water	-	719
Electricity	337	556
Equipment	433	1,887
Sundries	2	88
Fundraising costs	23,978	3,434
Depreciation	477	477
	<u>48,061</u>	<u>65,985</u>

6. CHARITABLE ACTIVITIES COSTS

	Direct Costs (see note 7)	Grant funding of activities (see note 8)	Support costs (see note 9)	Totals
	£	£	£	£
Grants payable	47,661	61,237	-	108,898
Support costs	-	-	2,696	2,696
	<u>47,661</u>	<u>61,237</u>	<u>2,696</u>	<u>111,594</u>

7. DIRECT COSTS OF CHARITABLE ACTIVITIES

	2020	2019
	£	£
Staff costs	34,105	35,023
Other support costs	13,556	4,270
	<u>47,661</u>	<u>39,293</u>

FRIENDS OF BRIGHTON AND HOVE HOSPITALS**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST DECEMBER 2020****8. GRANTS PAYABLE**

	2020	2019
	£	£
Grants payable	<u>61,237</u>	<u>347,644</u>

An analysis of grants is as follows:

	B/Fwd £	Provided £	W/Back £	Charged £	C/Fwd £
BSUH	430,373	69,558	(17,204)	(214,403)	268,324
Sx Comm NHS	3,109	3,146	(2,385)	(2,723)	1,147
Sx Part NHS	<u>16,954</u>	<u>9,060</u>	<u>(938)</u>	<u>(8,344)</u>	<u>16,732</u>
	<u>450,436</u>	<u>81,764</u>	<u>(20,527)</u>	<u>(225,470)</u>	<u>286,203</u>

The institutions were as follows:

BSUH - Brighton and Sussex University Hospitals NHS Trust
Sx Comm NHS - Sussex Community NHS Trust
Sx Part NHS - Sussex Partnership NHS Trust

An analysis of the grants is contained in the Trustees Annual Report.

9. SUPPORT COSTS**Governance costs**

	2020 Support costs £	2019 Support costs £
Professional fees	40	40
Independent examination	<u>2,656</u>	<u>2,268</u>
	<u>2,696</u>	<u>2,308</u>

FRIENDS OF BRIGHTON AND HOVE HOSPITALS

NOTES TO THE FINANCIAL STATEMENTS - continued **FOR THE YEAR ENDED 31ST DECEMBER 2020**

10. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31st December 2020 nor for the year ended 31st December 2019.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31st December 2020 nor for the year ended 31st December 2019.

11. STAFF COSTS

Number of employees

The average monthly headcount for the year was as follows:

	2020	2019
Support staff - 1 full time	1	1
Shop staff - 1 full time	1	1
Shop staff - 1 part time	1	3

Staff Costs

	2020	2019
	£	£
Wages and salaries	42,271	58,112
Social security costs	2,073	2,912
Pension costs	1,454	631
	<u>45,798</u>	<u>61,655</u>

No employees received emoluments in excess of £60,000.

The trustees consider its key management personnel to be the trustees. No employment benefits were paid to the key management personnel.

12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES (2019)

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	26,143	76,954	103,097
Investment income	13,363	-	13,363
Other income	<u>75,263</u>	<u>-</u>	<u>75,263</u>
Total	114,769	76,954	191,723
EXPENDITURE ON			
Raising funds	65,985	-	65,985
Charitable activities			
Grants payable	146,918	240,019	386,937

FRIENDS OF BRIGHTON AND HOVE HOSPITALS**NOTES TO THE FINANCIAL STATEMENTS - continued**
FOR THE YEAR ENDED 31ST DECEMBER 2020**12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES (2019) - continued**

	Unrestricted funds £	Restricted funds £	Total funds £
Support costs	2,308	-	2,308
Total	215,211	240,019	455,230
NET INCOME/(EXPENDITURE)	(100,442)	(163,065)	(263,507)
RECONCILIATION OF FUNDS			
Total funds brought forward	404,382	453,513	857,895
TOTAL FUNDS CARRIED FORWARD	<u>303,940</u>	<u>290,448</u>	<u>594,388</u>

13. TANGIBLE FIXED ASSETS

	Fixtures and fittings £
COST	
At 1st January 2020 and 31st December 2020	<u>11,778</u>
DEPRECIATION	
At 1st January 2020	9,075
Charge for year	<u>477</u>
At 31st December 2020	<u>9,552</u>
NET BOOK VALUE	
At 31st December 2020	<u>2,226</u>
At 31st December 2019	<u>2,703</u>

FRIENDS OF BRIGHTON AND HOVE HOSPITALS**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST DECEMBER 2020****14. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2020	2019
	£	£
Legacies receivable	<u>-</u>	<u>14,162</u>

15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020	2019
	£	£
Grants payable	286,203	450,436
Trade creditors	349	1,228
Social security and other taxes	192	2,389
Accrued expenses	<u>2,100</u>	<u>2,928</u>
	<u>288,844</u>	<u>456,981</u>

16. MOVEMENT IN FUNDS

	At 1/1/20	Net movement in funds	At 31/12/20
	£	£	£
Unrestricted funds			
General fund	303,940	5,816	309,756
Restricted funds			
Sussex Eye Hospital	4,354	(2,479)	1,875
Equipment for Digestive Diseases Department	15,000	(4,200)	10,800
Sussex Kidney Unit at BSUH	7,001	(802)	6,199
Cardiac Care Unit	27,330	(14,843)	12,487
Cancer Care Unit	227,330	-	227,330
Ear, Nose and Throat Unit	8,933	117	9,050
Sussex Oncology Equipment	500	-	500
A & E Simulator	-	5,000	5,000
Maternity	-	50	50
	<u>290,448</u>	<u>(17,157)</u>	<u>273,291</u>
TOTAL FUNDS	<u>594,388</u>	<u>(11,341)</u>	<u>583,047</u>

FRIENDS OF BRIGHTON AND HOVE HOSPITALS**NOTES TO THE FINANCIAL STATEMENTS - continued**
FOR THE YEAR ENDED 31ST DECEMBER 2020**16. MOVEMENT IN FUNDS - continued**

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	143,314	(137,498)	5,816
Restricted funds			
Sussex Eye Hospital	-	(2,479)	(2,479)
Equipment for Digestive Diseases Department	-	(4,200)	(4,200)
Sussex Kidney Unit at BSUH	-	(802)	(802)
Cardiac Care Unit	-	(14,843)	(14,843)
Ear, Nose and Throat Unit	-	117	117
A & E Simulator	5,000	-	5,000
Maternity	-	50	50
	<u>5,000</u>	<u>(22,157)</u>	<u>(17,157)</u>
TOTAL FUNDS	<u>148,314</u>	<u>(159,655)</u>	<u>(11,341)</u>

Comparatives for movement in funds

	At 1/1/19 £	Net movement in funds £	At 31/12/19 £
Unrestricted funds			
General fund	404,382	(100,442)	303,940
Restricted funds			
Sussex Eye Hospital	4,354	-	4,354
Equipment for Digestive Diseases Department	15,000	-	15,000
Sussex Kidney Unit at BSUH	7,515	(514)	7,001
Small Acts of Friendship	17,211	(17,211)	-
Cardiac Care Unit	200,000	(172,670)	27,330
Cancer Care Unit	200,000	27,330	227,330
Ear, Nose and Throat Unit	8,933	-	8,933
Sussex Oncology Equipment	500	-	500
	<u>453,513</u>	<u>(163,065)</u>	<u>290,448</u>
TOTAL FUNDS	<u>857,895</u>	<u>(263,507)</u>	<u>594,388</u>

FRIENDS OF BRIGHTON AND HOVE HOSPITALS

NOTES TO THE FINANCIAL STATEMENTS - continued **FOR THE YEAR ENDED 31ST DECEMBER 2020**

16. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	114,769	(215,211)	(100,442)
Restricted funds			
Sussex Kidney Unit at BSUH	-	(514)	(514)
Small Acts of Friendship	22,294	(39,505)	(17,211)
Cardiac Care Unit	27,330	(200,000)	(172,670)
Cancer Care Unit	<u>27,330</u>	<u>-</u>	<u>27,330</u>
	<u>76,954</u>	<u>(240,019)</u>	<u>(163,065)</u>
TOTAL FUNDS	<u>191,723</u>	<u>(455,230)</u>	<u>(263,507)</u>

The purpose of each restricted fund was as follows:

- 1.Sussex Eye Hospital - to benefit patients and staff at the Sussex Eye Hospital.
- 2.Equipment for Digestive Diseases Department - a donation for equipment as approved by the department.
- 3.Sussex Kidney Unit - to benefit patients at this unit.
- 4.Small Acts of Friendship - funding to support the Small Acts of Friendship initiative.
- 5.Cardiac Care - specific legacy to be used within this department.
- 6.Cancer Care - specific legacy to be used within this department.
- 7.Ear,Nose and Throat - specific legacy to be used within this department.
- 8.Emergency Department - specific donation for training simulator.
- 9.Maternity - specific donation to be used within this department.

FRIENDS OF BRIGHTON AND HOVE HOSPITALS

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST DECEMBER 2020

17. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31st December 2020.

18. ULTIMATE CONTROLLING PARTY

Ultimate control lies with the trustees.