

**LEAGUE OF FRIENDS OF THE
ROYAL SOUTH HANTS HOSPITAL**

Registered Charity Number 237323

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

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LEAGUE OF FRIENDS OF THE ROYAL SOUTH HANTS HOSPITAL
Registered Charity Number 237323
CHAIRMAN'S REPORT FOR THE TWELVE MONTHS ENDING SEPTEMBER 2021 (1 of 2)

What a difficult time this year has been for all, who would have thought Covid-19 could cause so many problems.

Since March 2020 life has changed for everyone and we have all tried to pull together to help each other get through some very significant changes in our normal life and routines. We had a three month lockdown from March 2020. Then in July of the same year we were able to open again. Having taken over the role of Chairman from Irene after her retirement, it has been both overwhelming as well as challenging to say the least.

Irene has been a truly wonderful Chairman and even though she is my sister I know that I will have to try very hard to live up to how she looked after everything and everyone at the League of Friends. I will do my very best to continue with the very high standards she set. We all wish her the very best in her retirement, albeit she will assume the role as League of Friends President.

During the ten week period that the shop was closed, Jean, Bev and I visited the wards and staff rooms to give out many of the items we would normally have sold. As the hospital was not treating any Covid-19 patients at that time we felt quite safe under the circumstances.

The patients and staff were very grateful for this and we continued this until all the supplies had been exhausted. When it was safe for the shop to fully re-open, all the necessary Covid-19 procedures had to be carefully followed. Approval was required by the Hospital in order to offer a somewhat reduced service.

Without the help of our volunteers, we would not have been able to re-open the shop. We are particularly grateful to those who did help by coming back to work at such an uncertain time for everyone. We completely understood that not all volunteers would be able or want to come back, due to circumstances of their own at home and with other members of their families.

Those who have not been able to return to work, we send our best regards and hope that if your circumstances change we would welcome you back.

With the small group of volunteers we now have, we have been able to continue to offer a takeaway service between 10am to 4pm on a two shift basis. We continue to be unable to offer to run a trolley service currently but will review this in the future.

We have continued to raise money in the shop with lots of lovely knitted goods, donations of handmade cards and all sorts of other saleable items. This enables us to continue to support the wards and to purchase any equipment that they may need.

Unfortunately we have not managed to arrange any social events during this time, everyone understood that it was obviously for the best. Vouchers were given out to all volunteers for Christmas as a token of appreciation for their hard work and I am sure it will not be long until we are able to get together socially again.

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CHAIRMANS REPORT FOR THE TWELVE MONTHS ENDING SEPTEMBER 2021 (2 of 2)

We were able to buy gifts for 60 patients within the Brambles and Fanshawe Wards at Christmas, for which they were very grateful. We have also managed to keep them well stocked with toiletries and other goods throughout the last year and continue to do so. We have asked all departments if they require any equipment to be purchased as sufficient funds are available to do so currently. All requests will be put to the Committee of Trustees and agreed as normal.

Many thanks to Jean Mellor and Bev Holmes for helping me with everything during the year, their help has been invaluable. Similar sentiments go to all the volunteers in the shop for their continued support.

With the continued support from everyone, I feel sure we can continue to support and help the hospital in the coming year.

Finally I would like to thank everyone for embracing the new technology that we installed this year for card payments and hope it has been proven to be a help and benefit. Thank you for your positive attitude towards this.

No doubt we will face more challenges in the year ahead, however I am entirely confident we will overcome anything put in front of us and move forward

Anne Llewellyn

Mrs Anne Llewellyn - Chairman

12/01/2022

Date-----

LEAGUE OF FRIENDS OF THE
ROYAL SOUTH HANTS HOSPITAL
Registered Charity Number 237323
TRUSTEES REPORT FOR THE YEAR ENDED 31 MARCH 2021

The Trustees present their report together with the financial statements of the Charity for the year ended 31st March 2020. The Committees responsibilities for these financial statements are set out on page 4.

Legal and Administrative Information

The League of friends of the Royal South Hants Hospital is a registered charity, number 237323

The principal address is Brintons Terrace
St. Mary's Road
Southampton
Hampshire
SO14 0YD

The Charity is an unincorporated association and its governing document is the Constitution. The Trustees who served during the year ended 31st March 2020 were as follows

Mrs Anne Llewellyn	Chairman
Mrs Jean Mellor	Vice Chairman
Mrs Beverly Holmes	Secretary
Mrs Sue Lampard	Treasurer (appointed 18/10/2020)
Mrs Iris Pollock	Stores
Mrs Tina Mentor	Trolley Co-ordinator
Mrs Margaret Triggs	(retired 01/04/2020)
Mrs Pam Matthews	(retired 02/10/2020)
Mr Robert Taylor	
Heather Cogan	Sales and donations (appointed 18/10/2020)
Anita Burrow	(appointed 18/10/2020)

One third of the members of the Committee retires by rotation each year and are re-elected or replaced at the Annual General meeting of the members.

The operation of the management of the League is in the hands of the Committee

The League makes use of the services of the following

Bankers	HSBC Bank Plc
	156 High Street
	Southampton
	SO14 2NZ

Independent	Martin Young
Examiners	90 Sherbourne Drive
	Salisbury
	Southampton
	SP4 6GA

LEAGUE OF FRIENDS OF THE
ROYAL SOUTH HANTS HOSPITAL
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TRUSTEES REPORT FOR THE YEAR ENDED 31 MARCH 2021 (Continued)

Auditors

A motion will be put forward at the Annual General Meeting to reappoint Martin Young as accountants and Independent Examiners

Objects

The objectives of the League are as follows:

- 1) To mobilise, encourage, foster and maintain the interest of the public in the patients and in the support of the work for the Royal South Hants Hospital by means of voluntary service.
- 2) To raise funds for the benefits of the patients and nursing staff of the Hospital
- 3) To co-operate with all other bodies for the benefit of the Hospital service

The principle policy for the achievement of the first two objectives is the operation of coffee shop at the Hospital. This policy has not changed from previous years.

Powers

For the purpose of carrying out the above objectives, the League has the following powers.

- To mobilise, encourage, foster and maintain the interest of the public by means of voluntary service or otherwise for the benefit of the patients and all staff of the Royal South Hants Hospital.
- To recruit and to assist in the recruitment of voluntary workers in and for the Hospital
- To raise funds and to invite and receive contributions from any persons or organisations whatsoever by way of subscription, donation or otherwise.
- To take and accept gifts of property, whether subject to any special trust or not, for the object of the League
- To supplement the service provided by the Royal South Hants Hospital for the health, welfare and comfort of the patients therein, by the provision of facilities, buildings and equipment which may be required for the treatment of such patients and for the efficient running of the hospital
- To provide or assist in the provision of amenities in the Royal South Hants Hospital for patients and staff including the provision and running of Hospital Shops
- To undertake and execute any charitable trust
- To assist with the establishment of New Leagues and to foster co-operation and inter-communication between Leagues, other charitable institutions, Local authorities, Hospital Authorities, and National Health Service Authorities.
- To do all such things as are necessary for the attainment of the above Objects.

LEAGUE OF FRIENDS OF THE
ROYAL SOUTH HANTS HOSPITAL
Registered Charity Number 237323
STATEMENT OF THE COMMITTEE'S RESPONSIBILITIES FOR THE FINANCIAL STATEMENTS

The purpose of this statement is to distinguish the Committee's responsibilities for the financial statements from those of the accountants as stated in their report.

The Charities Act 2011 requires the Committee to keep proper books of account with respect to the affairs of the charity, and to prepare financial statements for each accounting period consisting of an Income and Expenditure Account and a Balance Sheet. The Committee is also responsible for safeguarding the charity assets, and hence for taking reasonable steps for the prevention and detection of error, fraud, and other irregularities.

In the preparation of the financial statements, the committee is expected to;

Select suitable accounting policies and apply them consistently, making judgements and estimates that are reasonable and prudent.

Follow the recommendations of the Charity Commission and of the accounting profession with regard to the form and content of the financial statements, or disclose and explain any departures from.

Prepare the financial statements on the going concern basis unless it is inappropriate to assume that the charity will be able to continue to meet its objectives

LEAGUE OF FRIENDS OF THE
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Registered Charity Number 237323
INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES

I report on the accounts of the charity which are set out on pages 7 to 11 which have been prepared under the accounting policies set out on page 9

Respective responsibilities of the trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The Charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

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

Basis of independent examiner's report

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

Independent examiner's statement

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

1. Which gives me reasonable cause to believe that in any material respect the requirements:

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

have not been met; or

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

Martin Young
Accountants
90 Sherbourne Drive
Old Sarum
Salisbury
SP4 6GA

Date -----

LEAGUE OF FRIENDS OF THE ROYAL SOUTH HANTS HOSPITAL
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STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST MARCH 2021

	<u>Note</u>	<u>2021</u> £	<u>2020</u> £
Incoming Resources			
Donations, legacies and similar receipts			
Donations and legacies		1481	12269
Activities in furtherance of the charity's objects			
Incoming resources from shop sales	2	33178	189075
Fundraising income		-	250
		-----	-----
		34659	201594
Investment income			
Interest on money market deposits		1648	1700
		-----	-----
Total Incoming Resources		36307	203294
		-----	-----
Charitable expenditure			
Costs of activities in furtherance of the charity's objects			
Patient amenities		31489	48895
Costs of shop goods sold	2	21907	114293
Support costs	2	3598	16273
Management and administration costs	3	5133	9309
		-----	-----
Total charitable expenditure		62127	188770
		-----	-----
Total Resources Expended		62127	188770
		-----	-----
Net Expended Resources		(25820)	14524
Fund balance at 1st April 2020		428599	414075
		-----	-----
Fund balance at 31st March 2021		402779	428599
		-----	-----

The Statement of Financial activities contains all the gains and losses recognised in the current and preceding years

The only movement in the Charity's funds is the transfer of Net Resources expended shown above

LEAGUE OF FRIENDS OF THE ROYAL SOUTH HANTS HOSPITAL
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BALANCE SHEET AT 31ST MARCH 2021

	<u>Note</u>	<u>2020</u> £	<u>2019</u> £
Fixed Assets			
Tangible Assets	4	1441	1695
Current Assets			
Cash at bank and in hand		345330	260774
Cash on deposit		57944	172026
Stock per valuation		1926	2200
		-----	-----
		405200	435000
		-----	-----
Current Liabilities			
Trade creditors and accruals	6	3862	8096
		-----	-----
Net Current Assets		401338	426904
		-----	-----
Total Net Assets		402779	428599
		-----	-----
Funds			
General Reserve		402779	428599
		-----	-----

12th January 2021

These financial statements were approved by the Committee on -----

Mrs Anne Llewellyn

Chairman

Mrs Sue Lampard

Treasurer

LEAGUE OF FRIENDS OF THE ROYAL SOUTH HANTS HOSPITAL
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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2021

1 Accounting Policies

a) ***Basis of Accounting***

The financial statements have been prepared in accordance with the Statement of Recommended Accounting Practice: Accounting and Reporting by Charities (SORP 2005), issued in May 2008, UK Accounting Standards and the Charities Act 2011

b) ***Fixed Assets***

Expenditure on major assets is capitalised and depreciated over their expected useful lives at the following rates:

Trading Assets

Fixtures and Fittings	15% on net book value
Equipment	15% on net book value
Alterations to Coffee Shop	15% on net book value

All the fixed assets are held for use in direct charitable activities

c) ***Stock***

Stock used in trading are valued at the lower of cost and net realisable value

d) ***Incoming resources***

Income is recognised in the period in which the charity is entitled to receipt and the amount can be measured with reasonable certainty. In accordance with this policy, legacies are included when the charity is advised that payment will be made and the amount can be quantified

Resources expended

Expenditure is accounted for on an accruals basis.

Amounts payable in respect of 'Patient amenities' are included when paid by the Committee.

Support costs represent the costs involved in the running of the shops and trolleys and charity generally

Management and administrative costs represent costs incurred in respect of audit and compliance with statutory requirements

LEAGUE OF FRIENDS OF THE ROYAL SOUTH HANTS HOSPITAL

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021 (Continued)

	<u>2021</u>	<u>2020</u>
	£	£
2) Trading Income from Charitable Objectives		
Sales to patients and visitors	33178	189075
Less: Cost of Sales	(21907)	(114293)
	-----	-----
Gross profit 34.8% (2020 39.6%)	11271	74782
 <u>Less Support costs</u>		
Repairs and renewals	544	6578
Depreciation	254	298
Stationery, printing and postages	873	1389
Insurance	-	656
Travel and mileage	444	4948
Miscellaneous	1483	2404
	-----	-----
Total costs	3598	16273
	-----	-----
 Net Profit for the year before management fees	7673	58509
	=====	=====

There was no paid employees during the year.

No charge is made by the hospital for the space occupied by the Leagues facilities or to the volunteers who operate the facilities

3) Management and Administration	<u>2021</u>	<u>2020</u>
	£	£
Bank charges	361	1915
Audit, accountancy and book-keeping	4772	7394
	-----	-----
	5133	9309
	-----	-----

LEAGUE OF FRIENDS OF THE ROYAL SOUTH HANTS HOSPITAL

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021 (Continued)

	<u>Fixtures & Office</u>	<u>Equipment</u>	<u>Shop Alterations</u>	<u>Total</u>
	£	£	£	£
4 Tangible Fixed Assets				
Cost				
At 1st April 2020				
and 31st March 2021	2238	7553	22682	32473
	-----	-----	-----	-----
Depreciation				
At 1st April 2020	2157	6984	21637	30778
Charge for the year	12	85	157	254
	-----	-----	-----	-----
At 31st March 2021	2169	7069	21794	31032
	=====	=====	=====	=====
Net Book Value				
At 31st March 2021	69	484	888	1441
	=====	=====	=====	=====

	<u>2021</u>	<u>2020</u>
	£	£
5 Debtors		
Prepayments	-	-
	-----	-----

	<u>2021</u>	<u>2020</u>
	£	£
6 Creditors falling due within one year		
Trade creditors	1669	3980
Accruals	2075	3350
VAT Payable	118	766
	-----	-----
	3862	8096
	-----	-----

7 Related Party Disclosures

Control

Throughout the year, the charity was controlled ultimately by its members who meet annually at the Annual General Meeting. The Executive Committee elected by the members governs the affairs of the charity between Annual General Meetings

Transactions

No remuneration was paid to any trustee during the year.

LEAGUE OF FRIENDS OF THE ROYAL SOUTH HANTS HOSPITAL
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INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2021

	<u>2021</u>		<u>2020</u>
	£	£	£
<u>Trading Income</u>			
Coffee shop sales	33178		189075
<u>Cost of Sales</u>			
Purchases (stock adjusted)	21907		114293
	-----		-----
Gross Profit 34.0% (2020 39.6%)	11271		74782
Other Income (per schedule below)	3129		14219
	-----		-----
	14400		89001
<u>Overheads</u>			
Stationery and postages	873	1389	
Insurances	-	656	
Repairs and renewals	544	6578	
Cleaning materials	20	131	
Travelling and mileage	444	4948	
Book-keeping and accountancy	4772	7394	
Bank charges	361	1915	
Stock taking fees	60	-	
Xmas lunch & volunteer gifts	1090	1996	
Miscellaneous expenses	313	277	
Depreciation	254	298	
	-----	8731	-----
	-----		25582
Net Profit	5669		63419
<u>Less:</u>			
Patients amenities	(31489)		(48895)
	-----		-----
Surplus/(deficit) for the year	(25820)		14524
	-----		-----
<u>Other Income</u>			
Donations and legacies	1481		12269
Xmas lunch	-		250
Interest received	1648		1700
	-----		-----
	3129		14219
	-----		-----