

**FRIENDS OF PETERBOROUGH HOSPITAL**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 JULY 2021**

# FRIENDS OF PETERBOROUGH HOSPITAL

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Trustees</b>	Mrs S Mahmoud Mr K Arbon Mrs S Ward Mr J Roberts Mr R Cawood Mr G Amies Mrs C Cawood Mrs P Hoppe Mrs B Saltmarsh Mr G Harris
<b>Charity number</b>	252667
<b>Principal address</b>	Peterborough City Hospital Bretton Gate Bretton Peterborough United Kingdom PE3 9GZ
<b>Independent examiner</b>	Mark Jackson FCA DChA Azets Ruthlyn House 90 Lincoln Road Peterborough Cambridgeshire United Kingdom PE1 2SP

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# FRIENDS OF PETERBOROUGH HOSPITAL

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# FRIENDS OF PETERBOROUGH HOSPITAL

## TRUSTEES' REPORT

### *FOR THE YEAR ENDED 31 JULY 2021*

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The trustees present their report and financial statements for the year ended 31 July 2021.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Trust Deed, the Charities Act 2011 and "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)" (as amended for accounting periods commencing from 1 January 2016)

#### **Objectives and activities**

The Trust's objective is to relieve patients and former patients of the Peterborough City Hospital who are sick, convalescent disabled, handicapped, infirm or in need of financial assistance and generally, to support the charitable work of said hospitals. In fulfilling this objective the Trust is set up to:

- Supplement the service provided by the Peterborough City 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, or, for the efficient running of the Hospital;
- Provide, or assist in the provision of, amenities in the Peterborough City Hospital for patients and staff, including the provision and running of a Hospital Shop.

In addition the Trust organises fund raising events to generate funds. There has been no change in the policies of the Trust during the year.

The grant policy of the trustees is to try support requests after presentation from the relevant department. The trustees try to fund items for the benefit of patients and staff which the Foundation Trust Hospital is unable to purchase.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the Trust should undertake.

#### **Achievements and performance**

This is the tenth year at the City Hospital site, and the shop is now well established, and provides a valuable service to patients. During the year the Trust was able to make payments of £4,591 (2020 - £11,138) to the hospital to help fund new equipment.

The shop was necessarily closed during periods of lockdown throughout the coronavirus pandemic, which has reduced the income for the charity this year.

#### **Financial review**

The trustees are satisfied with the financial result in the year.

The trustees are reviewing their reserves policy with a view to managing reserves at a level of approximately 6 months expenditure, in addition to a contingency to cover existing commitments.

The trustees have assessed the major risks to which the Trust is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

# **FRIENDS OF PETERBOROUGH HOSPITAL**

## **TRUSTEES' REPORT (CONTINUED)**

***FOR THE YEAR ENDED 31 JULY 2021***

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### **Structure, governance and management**

The charity is constituted under a Trust Deed.

The trustees who served during the year and up to the date of signature of the financial statements were:

Mrs S Mahmoud

Mr K Arbon

Mrs S Ward

Mr J Roberts

Mr R Cawood

Mr G Amies

Mrs C Cawood

Mrs P Hoppe

Mrs B Saltmarsh

Mr G Harris

Friends of Peterborough Hospital (The Trust) is run by a Management Committee, the members of which are also trustees under the Charities Act. They are elected at the AGM at which time one third shall retire from office. Retiring members shall be eligible for re-election.

The trustees' report was approved by the Board of Trustees.

### **Mrs S Mahmoud**

Chairman

Dated: 19 October 2021

# FRIENDS OF PETERBOROUGH HOSPITAL

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF FRIENDS OF PETERBOROUGH HOSPITAL

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I report to the trustees on my examination of the financial statements of Friends of Peterborough Hospital (the charity) for the year ended 31 July 2021.

#### **Responsibilities and basis of report**

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

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

#### **Independent examiner's statement**

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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 charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements 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 financial statements to be reached.

Mark Jackson FCA DChA  
Azets  
Ruthlyn House  
90 Lincoln Road  
Peterborough  
Cambridgeshire  
PE1 2SP  
United Kingdom

Dated: 21 October 2021

# FRIENDS OF PETERBOROUGH HOSPITAL

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 JULY 2021

		Unrestricted funds 2021 £	Total 2021 £	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £
	Notes					
<b>Income from:</b>						
Donations and legacies	3	3,887	3,887	5,120	11,320	16,440
Charitable activities	4	19,931	19,931	43,660	-	43,660
Investments	5	106	106	114	-	114
<b>Total income</b>		23,924	23,924	48,894	11,320	60,214
<b>Expenditure on:</b>						
Charitable activities	6	15,703	15,703	53,696	12,397	66,093
Gross transfers between funds		-	-	(1,077)	1,077	-
<b>Net income/(expenditure) for the year/ Net movement in funds</b>		8,221	8,221	(5,879)	-	(5,879)
Fund balances at 1 August 2020		72,218	72,218	78,097	-	78,097
<b>Fund balances at 31 July 2021</b>		80,439	80,439	72,218	-	72,218

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

All income and expenditure derive from continuing activities.

# FRIENDS OF PETERBOROUGH HOSPITAL

## BALANCE SHEET

AS AT 31 JULY 2021

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	Notes	2021 £	£	2020 £	£
<b>Current assets</b>					
Stocks	12	9,024		10,498	
Cash at bank and in hand		77,847		67,201	
		<u>86,871</u>		<u>77,699</u>	
<b>Creditors: amounts falling due within one year</b>	13	(6,432)		(5,481)	
Net current assets			80,439		72,218
			<u>80,439</u>		<u>72,218</u>
<b>Income funds</b>					
Unrestricted funds			80,439		72,218
			<u>80,439</u>		<u>72,218</u>

The financial statements were approved by the Trustees on 19 October 2021

Mrs S Mahmoud  
**Trustee**



# FRIENDS OF PETERBOROUGH HOSPITAL

## NOTES TO THE FINANCIAL STATEMENTS

**FOR THE YEAR ENDED 31 JULY 2021**

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### **1 Accounting policies**

#### **Charity information**

Friends of Peterborough Hospital is a charity which provides equipment and improvements to Peterborough City Hospital managed by North West Anglia NHS Foundation Trust.

#### **1.1 Accounting convention**

The accounts have been prepared under the historical cost convention.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

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

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

#### **1.2 Going concern**

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### **1.3 Charitable funds**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

All funds are unrestricted and are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

#### **1.4 Income**

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

# FRIENDS OF PETERBOROUGH HOSPITAL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2021

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### 1 Accounting policies

(Continued)

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.

Voluntary income is received by way of donations and gifts and is included in full in the statement of financial activities when receivable.

Donated goods and services are recognised in the statement of financial activities where the value can be reliably measured. Items such as donated stock are not recognised in these accounts.

Incoming resources from investments are included when receivable.

#### 1.5 Expenditure

Resources expended are included in the Statement of Financial Activities on an accruals basis, inclusive of any VAT, which cannot be recovered.

Grants payable to partner organisations are included in the Statement of Financial Activities when approved by the Trustees and agreed with the other organisation. The value of such grants unpaid at the year end is accrued for. Grants where the beneficiary has not been informed, or has to meet certain conditions before the grant is released are not accrued for but are noted as financial commitments.

#### 1.6 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

#### 1.7 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### 1.8 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

##### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

# FRIENDS OF PETERBOROUGH HOSPITAL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2021

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### 1 Accounting policies

(Continued)

#### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

#### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

### 1.9 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

### 1.10 Leases

Rentals payable under operating leases, including any lease incentives received, are charged as an expense on a straight line basis over the term of the relevant lease.

### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

# FRIENDS OF PETERBOROUGH HOSPITAL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2021

### 3 Donations and legacies

	Unrestricted funds	Restricted funds	Total 2021	Total 2020
	£	£	£	£
Donations and gifts	3,887	-	3,887	16,440
	<u>3,887</u>	<u>-</u>	<u>3,887</u>	<u>16,440</u>
<b>For the year ended 31 July 2020</b>	<u>5,120</u>	<u>11,320</u>		<u>16,440</u>

### 4 Charitable activities

	2021 £	2020 £
Sales from the hospital shop	19,931	43,660
	<u>19,931</u>	<u>43,660</u>

### 5 Investments

	Unrestricted funds	Total
	2021 £	2020 £
Interest receivable	106	114
	<u>106</u>	<u>114</u>

# FRIENDS OF PETERBOROUGH HOSPITAL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2021

### 6 Charitable activities

	Charitable activity 1 £	Charitable activity 2 £	Total 2021 £	Total 2020 £
Staff costs	-	-	-	16,352
Opening stock	-	10,498	10,498	12,743
Purchases	-	6,750	6,750	19,286
Closing stock	-	(9,024)	(9,024)	(10,498)
Stationery	-	35	35	112
Staff travelling	-	279	279	1,874
Insurance	-	575	575	591
Stocktake fees	-	55	55	100
Cleaning	-	20	20	52
Sundry	-	74	74	100
Bookkeeping fees	-	600	600	600
Scrubs	-	-	-	12,397
Donations to North West Anglia NHS Foundation Trust	4,591	-	4,591	11,138
	<u>4,591</u>	<u>9,862</u>	<u>14,453</u>	<u>64,847</u>
Share of governance costs (see note 8)	-	1,250	1,250	1,246
	<u>4,591</u>	<u>11,112</u>	<u>15,703</u>	<u>66,093</u>

### 7 Description of charitable activities

#### Charitable activity 1

Providing equipment and improvements to Peterborough City Hospital.

#### Charitable activity 2

Providing amenities in the Peterborough City Hospital including the provision and running of hospital shops.

# FRIENDS OF PETERBOROUGH HOSPITAL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2021

### 8 Support costs

	Support costs £	Governance costs £	2021 £	2020 £
Independent examination fees	-	1,250	1,250	1,246
	-	1,250	1,250	1,246
Analysed between Charitable activities	-	1,250	1,250	1,246

### 9 Trustees

None of the trustees (or any persons connected with them) received any remuneration or were reimbursed expenses during the year (2020 - none).

### 10 Employees

There were no employees during the year, however staff costs amounting to £nil (2020 - £16,352) were recharged to the charity.

### 11 Taxation

Friends of Peterborough Hospital is a registered charity. It only applies its funds in accordance with its charitable objectives, and is not trading with a view to making distributable profits, therefore no tax is payable.

### 12 Stocks

	2021 £	2020 £
Finished goods and goods for resale	9,024	10,498

### 13 Creditors: amounts falling due within one year

	2021 £	2020 £
Other taxation and social security	938	342
Trade creditors	403	399
Accruals and deferred income	5,091	4,740
	6,432	5,481

# **FRIENDS OF PETERBOROUGH HOSPITAL**

## **NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)** ***FOR THE YEAR ENDED 31 JULY 2021***

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### **14 Related party transactions**

There were no disclosable related party transactions during the year (2020 - none).