

FRIENDS OF PETERBOROUGH HOSPITAL
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2023

FRIENDS OF PETERBOROUGH HOSPITAL

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mrs S Mahmoud	
	Mrs S Ward	
	Mr J Roberts	
	Mr G Amies	
	Mrs P Hoppe	
	Mrs B Saltmarsh	
	Mr G Harris	
	Ms B Turner	(Appointed 25 July 2023)
Charity number	252667	
Principal address	Department 406 (FAO: Philip Fearn) Edith Cavell Campus Peterborough City Hospital Peterborough Cambridgeshire United Kingdom PE3 9GZ	
Independent examiner	Mark Jackson FCA DChA Azets Audit Services Ruthlyn House 90 Lincoln Road Peterborough Cambridgeshire United Kingdom PE1 2SP	

FRIENDS OF PETERBOROUGH HOSPITAL

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FRIENDS OF PETERBOROUGH HOSPITAL

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 JULY 2023

The trustees present their annual report and financial statements for the year ended 31 July 2023.

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 twelfth year at the City Hospital site. During the year the Trust was able to make payments of £2,993 (2022 - £7,647) 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. However, although measures to prevent the spread of coronavirus through the Hospital were relaxed for some periods in the past year, the overall footfall in the shop has significantly reduced. In addition, it has not been possible to resume the ward trolley service for benefit of patients and staff. The underlying financial results for the year reflect this drop in income.

There is now an initiative, driven by Government, to significantly reduce face to face appointments within the Hospital, whenever practicable. This means that footfall through the shop is likely to remain reduced for many months to come. The Trustees worked closely with senior management at North West Anglia NHS Foundation Trust to see if there was a solution, given that the range of products sold in the shop must not be seen to be competing with other commercial retail outlets in the hospital, and decided to close the retail shop at the end of January 2023. All stock was disposed of.

Financial review

Given the performance noted above, 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 2023

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

Mrs S Ward

Mr J Roberts

Mr G Amies

Mrs P Hoppe

Mrs B Saltmarsh

Mr G Harris

Ms B Turner

(Appointed 25 July 2023)

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: 24 October 2023

FRIENDS OF PETERBOROUGH HOSPITAL

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF FRIENDS OF PETERBOROUGH HOSPITAL

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 2023.

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 Audit Services
Ruthlyn House
90 Lincoln Road
Peterborough
Cambridgeshire
PE1 2SP
United Kingdom

Dated: 1 November 2023

FRIENDS OF PETERBOROUGH HOSPITAL

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 JULY 2023

	Notes	Unrestricted funds 2023 £	Total 2023 £	Total 2022 £
<u>Income from:</u>				
Donations and legacies	3	59,773	59,773	2,529
Charitable activities	4	22,224	22,224	31,891
Investments	5	393	393	37
Total income		82,390	82,390	34,457
<u>Expenditure on:</u>				
Charitable activities	6	26,484	26,484	49,708
Net income/(expenditure) for the year/ Net movement in funds		55,906	55,906	(15,251)
Fund balances at 1 August 2022		65,188	65,188	80,439
Fund balances at 31 July 2023		121,094	121,094	65,188

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 2023

	Notes	2023 £	£	2022 £	£
Current assets					
Stocks	12	-		5,112	
Debtors	13	154		-	
Cash at bank and in hand		122,515		69,080	
		<u>122,669</u>		<u>74,192</u>	
Creditors: amounts falling due within one year	14	<u>(1,575)</u>		<u>(9,004)</u>	
Net current assets			<u>121,094</u>		<u>65,188</u>
Income funds					
Unrestricted funds			<u>121,094</u>		<u>65,188</u>
			<u>121,094</u>		<u>65,188</u>

The financial statements were approved by the Trustees on 24 October 2023

Mrs S Mahmoud
Trustee

FRIENDS OF PETERBOROUGH HOSPITAL

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 JULY 2023

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.

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.

FRIENDS OF PETERBOROUGH HOSPITAL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2023

1 Accounting policies

(Continued)

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

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 at 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 2023

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.

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.

3 Donations and legacies

	2023	2022
	£	£
Donations and gifts	3,016	2,529
Legacies received	56,757	-
	<u>59,773</u>	<u>2,529</u>

FRIENDS OF PETERBOROUGH HOSPITAL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2023

4 Charitable activities

	2023 £	2022 £
Sales from the hospital shop	22,224	31,891

5 Investments

	Unrestricted funds	Total
	2023 £	2022 £
Interest receivable	393	37

6 Charitable activities

	Charitable activity 1 £	Charitable activity 2 £	Total 2023 £	Total 2022 £
Staff costs	-	8,219	8,219	23,071
Opening stock	-	5,112	5,112	9,024
Purchases	-	6,799	6,799	11,940
Closing stock	-	-	-	(5,112)
Staff travelling	-	62	62	490
Insurance	-	696	696	593
Stocktake fees	-	-	-	55
Sundry	-	353	353	100
Bookkeeping fees	-	600	600	600
Donations to North West Anglia NHS Foundation Trust	2,993	-	2,993	7,647
	2,993	21,841	24,834	48,408
Share of governance costs (see note 8)	-	1,650	1,650	1,300
	2,993	23,491	26,484	49,708

FRIENDS OF PETERBOROUGH HOSPITAL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2023

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.

8 Support costs

	Support costs	Governance costs	2023	2022
	£	£	£	£
Independent examination fees	-	1,650	1,650	1,300
	=====	=====	=====	=====
	-	1,650	1,650	1,300
	=====	=====	=====	=====
Analysed between Charitable activities	-	1,650	1,650	1,300
	=====	=====	=====	=====

9 Trustees

None of the trustees (or any persons connected with them) received any remuneration or were reimbursed expenses during the year (2022 - none).

10 Employees

There were no employees during the year, however staff costs amounting to £8,219 (2022 - £23,071) 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

	2023	2022
	£	£
Finished goods and goods for resale	-	5,112
	=====	=====

FRIENDS OF PETERBOROUGH HOSPITAL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2023

13 Debtors

	2023	2022
	£	£
Amounts falling due within one year:		
Other debtors	154	-
	<u>154</u>	<u>-</u>

14 Creditors: amounts falling due within one year

	2023	2022
	£	£
Other taxation and social security	-	167
Trade creditors	-	2,447
Accruals and deferred income	1,575	6,390
	<u>1,575</u>	<u>9,004</u>

15 Related party transactions

There were no disclosable related party transactions during the year (2022 - none).