

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL

England & Wales · Charity number 260377

Details

Other names BROOMFIELD HOSPITAL LEAGUE OF FRIENDS

Status Registered

Legal form Other

Registered 1970-01-16

Register [View on the Charity Commission register](#)

Contact

Address Broomfield Hospital
Court Road
Broomfield
Chelmsford
Essex
CM1 7ET

Phone 01245 443285

Email fabh@deliverdigital.org

Website www.fabh.org

Activities

Objects: TO MOBILISE, ENCOURAGE, FOSTER AND MAINTAIN THE INTEREST OF THE PUBLIC IN THE PATIENTS, AND THE SUPPORT OF THE WORK OF THE BROOMFIELD HOSPITAL BY MEANS OF VOLUNTARY SERVICE.

Activities: Fundraising for hospital funding

Classification

- **How:** Makes Grants To Organisations, Provides Other Finance
- **What:** The Advancement Of Health Or Saving Of Lives, Disability
- **Who:** Children/young People, Elderly/old People, People With Disabilities

Geography

- **Area of benefit:** BROOMFIELD
- Essex

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£461,337	£481,188	-	-
2023-12-31	£407,081	£325,565	-	-
2022-12-31	£287,321	£311,829	-	-
2021-12-31	£203,324	£165,596	-	-
2020-12-31	£141,317	£160,311	-	-

Trustees

Name	Role	Appointed
Alison Frances Douglas	Chair	2016-05-25
Christopher Rodney Vaughan Jones		2020-06-29
David Walker		2024-08-19
JANET ANNE WARN		2018-05-23
Jennifer Gay Gillingham		2020-07-06
Penelope Yvonne Bennett		2020-10-15
carol haensel		2018-06-14

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL

England & Wales - Charity number 260377

Accounts

**THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL
TRUSTEES' REPORT AND UNAUDITED ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2024**

Charity Number : 260377



Edmund Carr LLP
Chartered Accountants
146 New London Road
Chelmsford
Essex
CM2 OAW

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL

YEAR ENDED 31st DECEMBER 2024

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THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL
TRUSTEES' ANNUAL REPORT
YEAR ENDED 31st DECEMBER 2024

The Trustees present their report and the unaudited financial statements of the Charity for the year ended 31 December 2024.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered charity name The League of Friends of Broomfield Hospital

Charity registration number 260377

Address Broomfield Hospital
 Court Road
 Broomfield
 Chelmsford
 CM1 7ET

Trustees Mrs Alison Frances Douglas (Chairperson)
 Mrs Penelope Yvonne Elizabeth Bennett (Vice-Chairperson)
 Mrs Carol Haensel (Secretary)
 Mrs Janet Anne Warn
 Mr Christopher Rodney Vaughan Jones
 Mrs Jennifer Gay Gillingham
 Ms Marion Lee
 Mr David Walker

Independent Examiner Alex Stone FCCA
 Edmund Carr LLP
 146 New London Road
 Chelmsford
 CM2 0AW

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL

TRUSTEES' ANNUAL REPORT *(continued)*

YEAR ENDED 31st DECEMBER 2024

OBJECTIVES AND ACTIVITIES

The objects of the Charity, as set out in the governing document, are to:

- mobilise, encourage, foster and maintain the interest of the public in the patients and the support of the work of the Broomfield Hospital by means of voluntary service.
- provide funds for the purposes of supplementing the resources of the hospital service, or the provision of amenities for patients and staff not normally provided under the National Health Service ("NHS"), including the provision and running of the hospital shops.

The Trustees confirm that they have had due regard to the Charity Commission's guidance on Public Benefit when reviewing the Charity's aims and objectives and in planning future activities.

The Friends at Broomfield Hospital are a group of some 50 or more men and women who have joined together with the aim of improving the treatment and care of patients, relatives and staff ... by giving of their time, without any type of payment, to raise money to purchase equipment or facilities as proposed by Mid & South Essex Hospitals Charity Office that are not and have not previously been funded either fully or in part by any form of funding from statutory authorities but that the hospital feel would be of benefit; and those requests for funding to be considered by Friends at Broomfield Hospital Committee.

The Friends run two shops on site. There is also a mobile trolley round which stocks mainly confectionery and soft drinks and visits a range of wards across the hospital site. Goods are sold to patients, staff and visitors at a profit which is used to purchase the items requested by the hospital Trustees. To date, more than £1.2 million has been donated to the hospital to purchase equipment and improve conditions and comfort of the patients whilst in hospital and to improve the facilities for relatives who for various reasons stay the night by their relatives' bedsides. Additionally, the Friends run a library trolley service where patients can borrow and exchange books free of charge. Again, a range of wards are visited across the hospital site.

ACHIEVEMENTS AND PERFORMANCE

Chairperson's report

I am very pleased to report that we have had a very successful 75th year. Our income continues to increase following the difficult years of the pandemic and we are edging ever closer to reaching an annual income of £500,000, an incredible amount from two small charity shops and three ward trolley rounds. The shops are extremely busy with an increased footfall of both staff and visitors who appreciate our value for money ethos across the range of good quality sandwiches, chilled food, hot and cold drinks and confectionery. They also know that every penny of their purchase goes towards our profits which are directly passed on and used to purchase much needed equipment and items for the hospital. We have seen added footfall in our shop in the main atrium (Shop 2), especially, due to the temporary closure of the central corridor (whilst building work is taking place) and the re-routing of all foot traffic directly past the shop ... meaning we have attracted even more repeat visitors! We have also received a 5 Star Food Hygiene rating from Environmental Health, which is another fantastic achievement, and testament to the hard work our volunteers put in on a daily basis.

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL

TRUSTEES' ANNUAL REPORT *(continued)*

YEAR ENDED 31st DECEMBER 2024

Our shops are currently not back to the pre-covid opening hours but we are hopeful that with additional new volunteers this can be achieved. Our volunteer numbers have still not quite recovered from pre-covid times, but we continue to strive to recruit new members.

The trolley rounds currently visit the wards three times a week and the library trolleys once a week ... and we are looking to increase this activity in 2025 to a daily trolley round, to reach patients and staff that are unable to get to our shops.

Not only is our income at an amazing level, the total we have been able to donate to the hospital has been record breaking. This year we have donated/pledged a total of £111,706 a fantastic achievement for the Friends. Our largest purchase was a transport incubator (£47,443) ... other donations include ... a training device for laparoscopic surgery, Christmas gifts for all adult patients, Hoverjack equipment, furniture and funds for new décor to re-vamp counselling rooms in the Breast Unit, toiletries to the Care of the Elderly wards to name just a few.

It certainly makes the work we do rewarding and satisfying to see the difference these items can make to the lives of the patients and the staff. Our fantastic volunteers continue to do a remarkable job, and together with our dedicated Trustees and Committee look forward to the future, closely working alongside members of the Trust to ensure our combined continued success.

Alison Douglas

Chairperson

FINANCIAL REVIEW

Treasurer's Report

The Charity's income in the year was £461,337 (2023: £407,081), with the hospital shops generating £444,942 (2023: £392,254) of this total. It has taken 5 years to fully recover the level of income we enjoyed prior to the covid pandemic and I am pleased to report that this year our total income has healthily exceeded the 2019 year-end by some £48,583 which as always is testament to the efforts of our volunteers and our donors. As a result, the Charity was able to make grants of £111,706 (2023: £26,412) towards hospital amenities. The net income deficit for the year was £19,851 (2023: income of £81,516) and total funds at the year-end were £134,802 (2023: £154,653).

Grants awarded included:

£25,000	ICU: Critical Care Garden Room
£9,405	Women's SVC: Laparoscopic Training Devices
£47,443	Neo Natal: Transport Incubator
£13,800	Manual Handling Team: Hoverjack Lifting Equipment
£4,030	Maternity: Jaundice Meter

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL

TRUSTEES' ANNUAL REPORT *(continued)*

YEAR ENDED 31st DECEMBER 2024

We work closely with the Voluntary Services Team and endeavour to support as many hospital amenity projects as possible for the direct benefit of patients, staff and visitors.

Reserves Policy

The Friends' reserves policy is to retain minimum unrestricted funds of £30,000. This is to fund the day-to-day running of the shops, one-off shop purchases (e.g. equipment) and any unexpected repairs. Unrestricted reserves at 31 December 2024 totalled £134,302. Reserves in excess of £30,000 are available for the award of grants to the Hospital as and when requested.

The Friends have their banking arrangements with Metro Bank. A Community Current Account is used for day-to-day transactions and an interest-bearing Community Deposit Account retains funds for short term requirements. The Community Current Account holds a balance sufficient to pay all known expenses - which will generally be shop related (around £10k); the balance being transferred to the Community Deposit Account using an automatic 'sweep' facility. Movement of funds between the Community Deposit Account and the Community Current Account will be scheduled as and when lump sum payments are required to be made to the hospital for specific items purchased. Both these accounts give us instant access to funds. Surplus funds, over and above short-term requirements, are held in a Notice Deposit account with Metro Bank and are subject to 60 days' notice.

STRUCTURE GOVERNMENT AND MANAGEMENT

The Charity adopted its Constitution and Rules in December 1969 and was registered as a charity on 16 January 1970.

The accounts (financial statements) have been prepared in accordance with the Statement of Recommended Practice : 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) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2019.

The accounts (financial statements) have been prepared to give a 'true and fair' view and 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 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) issued on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

This report was approved by the Trustees on 8 May 2025 and is signed on their behalf by:

Alison Douglas

Alison Douglas

Chairperson

**THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL
INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES
YEAR ENDED 31st DECEMBER 2024**

I report to the Charity Trustees on my examination of the accounts of the Charity for the year ended 31 December 2024 which are set out on pages 7 to 14.

Responsibilities and basis of report

As the Charity's Trustees 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 Charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the Act. I confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants, which is one of the listed bodies.

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 Charity 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.

Alex Stone
.....
Alex Stone FCCA

Edmund Carr LLP
146 New London Road
Chelmsford
CM2 0AW

12 May 2025

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL

STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31st DECEMBER 2024

	Note	Unrestricted 2024 £	Restricted 2024 £	Total Funds 2024 £	Total Funds 2023 £
INCOME from:					
Donations		7,612	-	7,612	11,660
Legacies		-	5,000	5,000	-
Fundraising		1,110	-	1,110	1,227
Charitable activities	2	444,942	-	444,942	392,254
Investments - bank interest		2,673	-	2,673	1,790
Other income	3	-	-	-	150
TOTAL INCOME		456,337	5,000	461,337	407,081
EXPENDITURE on:					
Raising Funds		257	-	257	129
Charitable activities	4	476,431	4,500	480,931	325,436
TOTAL EXPENDITURE		476,688	4,500	481,188	325,565
NET INCOME/(EXPENDITURE)		(20,351)	500	(19,851)	81,516
NET MOVEMENT IN FUNDS					
RECONCILIATION OF FUNDS					
Total funds brought forward		154,653	-	154,653	73,137
Total funds carried forward		<u>134,302</u>	<u>500</u>	<u>134,802</u>	<u>154,653</u>

All of the Charity's funds in the prior year were unrestricted.

All of the above amounts relate to continuing activities

The notes on pages 9 to 14 form part of these financial statements.

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL
BALANCE SHEET
AS AT 31st DECEMBER 2024

	Note	2024		2023	
		£	£	£	£
CURRENT ASSETS					
Stock	8	15,149		15,798	
Debtors	9	1,175		916	
Cash at bank and in hand		159,725		171,552	
		<u>176,049</u>		<u>188,266</u>	
CREDITORS: Amounts falling due within one year					
	10	<u>(41,247)</u>		<u>(33,613)</u>	
NET CURRENT ASSETS			134,802		154,653
NET ASSETS			<u>134,802</u>		<u>154,653</u>
FUNDS OF THE CHARITY					
Unrestricted funds	11		134,302		154,653
Restricted funds			500		-
TOTAL CHARITY FUNDS			<u>134,802</u>		<u>154,653</u>

These financial statements were approved by the Trustees on 8 May 2025 and are signed on their behalf by:

Alison Douglas

Alison Douglas

Chairperson

Charity Number: 260377

The notes on pages 9 to 14 form part of these financial statements.

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31st DECEMBER 2024

1. ACCOUNTING POLICIES

General information

The League of Friends of Broomfield Hospital is an unincorporated registered charity. The address is; Broomfield Hospital, Court Road, Broomfield, Chelmsford, CM1 7ET.

The Charity meets the definition of a public benefit entity under FRS102.

Basis of accounting

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102) and the Charities Act 2011 and UK Generally Accepted Accounting Practice as it applies from 1 January 2019.

The financial statements have been prepared to give a 'true and fair' view and 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 Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) issued on 16 July 2014 rather than the Accounting and reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

Income

All income is recognised once the Charity has entitlement to the resources, it is certain that the resources will be received and the monetary value of income can be measured with sufficient reliability. Investment income relates to bank interest and is included when received.

Donated Services

The shop units are provided to the Charity by Broomfield Hospital at no charge. The shops are run by unpaid volunteers. No value has been attributed to these donated services in the accounts as it cannot be reliably measured.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable that settlement will be required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregates similar costs to that category.

Support costs relate to expenditure to support the charitable activities of the Charity which cannot be directly attributed to charitable activities.

Governance costs are those costs incurred in connection with the administration of the Charity including compliance with constitutional and statutory requirements.

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31st DECEMBER 2024

1. ACCOUNTING POLICIES *(continued)*

Taxation

The League of Friends of Broomfield Hospital is a registered charity and is exempt from taxation to the extent that any income and gains are applied to its charitable purposes.

The Charity is VAT registered.

Stock

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

Debtors

Accrued income relates to legacy income notified to the Charity but not yet received.

Liability Recognition

Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the Charity to pay out resources and the obligation can be measured with reasonable certainty.

Fund accounting

Funds held by the Charity are either:

Unrestricted general funds - these are funds which can be used in accordance with the charitable objects at the discretion of the Trustees.

Designated funds - these are funds set aside by the Trustees out of unrestricted funds for specific future purposes or projects.

Restricted funds - these are funds that can only be used for particular restricted purposes within the objects of the Charity.

2. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £	Total Funds 2023 £
Sales from hospital shops	444,942	-	444,942	392,254
	<u>444,942</u>	<u>-</u>	<u>444,942</u>	<u>392,254</u>

3. OTHER INCOME

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £	Total Funds 2023 £
Netpay Goodwill Payment	<u>-</u>	<u>-</u>	<u>-</u>	<u>150</u>

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31st DECEMBER 2024

4. EXPENDITURE ON CHARITABLE ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £	Total Funds 2023 £
a) Provision and Running of Hospital Shops	351,065	-	351,065	298,533
b) Donations to other Hospital Amenities	107,206	4,500	111,706	26,412
c) Grants released	(4,081)	-	(4,081)	(15,400)
Governance costs (note 5)	2,900	-	2,900	2,775
Support costs (note 6)	19,341	-	19,341	13,116
	<u>476,431</u>	<u>4,500</u>	<u>480,931</u>	<u>325,436</u>

	2024 £	2023 £
a) Provision and Running of Hospital Shops		
Purchases	320,565	285,450
Volunteer expenses	3,124	2,974
Other expenses	27,376	10,109
	<u>351,065</u>	<u>298,533</u>

	2024 £	2023 £
b) Donations to other Hospital Amenities		
Critical Care Garden Room	25,000	-
Women's SVC: Laparoscopic Training Devices	9,405	-
Neo Natal: Transport Incubators	47,443	-
Manual Handling Hoverjack Lifting Equipment	13,800	-
Maternity Jaundice Meter	4,030	-
Therapy Team: Black and Pink Tilt Chairs	-	8,688
Neo Natal: Breast Pumps and Trolleys	-	4,299
Other	12,028	13,425
	<u>111,706</u>	<u>26,412</u>

	2024 £	2023 £
c) Grants released		
Bladder Scanner	-	(8,000)
Pulse Art: Music in Healthcare	-	(7,400)
Manual Handling: Hoverjack Lifting Equipment	(3,072)	-
Neo Natal Breast Pumps and Trolley	(717)	-
Sara Steady Standing	(155)	-
Breast unit: counselling rooms	(137)	-
	<u>(4,081)</u>	<u>(15,400)</u>

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31st DECEMBER 2024

5. GOVERNANCE COSTS

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £	Total Funds 2023 £
Independent Examination fee	770	-	770	740
Accounts preparation and other services	2,130	-	2,130	2,035
Fees payable to Independent Examiner	2,900	-	2,900	2,775

6. SUPPORT COSTS

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £	Total Funds 2023 £
Training, admin and sundry expenses	8,425	-	8,425	6,428
Subscriptions and Insurance	1,694	-	1,694	1,537
Website and IT costs	3,636	-	3,636	3,617
Bank fees	360	-	360	360
Maintenance and repairs	5,226	-	5,226	1,174
	<u>19,341</u>	<u>-</u>	<u>19,341</u>	<u>13,116</u>

7. TRUSTEES' REMUNERATION

No Trustee received any remuneration for their services as a Trustee during the current or preceding year.

During the year P Bennett was paid £4,744 (2023 - £3,956) in respect of bookkeeping services provided to the Charity.

No Trustee was reimbursed expenses during the current or preceding year.

8. STOCK

	2024 £	2023 £
Shop stock	<u>15,149</u>	<u>15,798</u>

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31st DECEMBER 2024

9. DEBTORS

	2024	2023
	£	£
Prepayments	811	680
Accrued Income	364	236
	1,175	916

10. CREDITORS

	2024	2023
	£	£
Accruals	3,837	3,872
VAT	3,823	6,140
Grants Payable	33,587	23,601
	41,247	33,613

11. UNRESTRICTED INCOME FUNDS

Current Year	Balance at 01/01/2024	Incoming resources	Outgoing resources	Transfers	Balance at 31/12/2024
	£	£	£	£	£
Unrestricted funds	154,653	456,337	(476,688)	-	134,302
Prior Year	Balance at 01/01/2023	Incoming resources	Outgoing resources	Transfers	Balance at 31/12/2023
	£	£	£	£	£
Unrestricted funds	73,137	407,081	(325,565)	-	154,653

12. RESTRICTED INCOME FUNDS

Current Year	Balance at 01/01/2024	Incoming resources	Outgoing resources	Transfers	Balance at 31/12/2024
	£	£	£	£	£
Stroke unit	-	5,000	(4,500)	-	500
Prior Year	Balance at 01/01/2023	Incoming resources	Outgoing resources	Transfers	Balance at 31/12/2023
	£	£	£	£	£
Restricted funds	-	-	-	-	-

A legacy was received in the year in memory of Kevin Lambert. This has been allocated for the purchase of new tilt chairs in the Stroke Unit.

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31st DECEMBER 2024

13. ANALYSIS OF NET ASSETS (between restricted and unrestricted funds)

	Tangible fixed assets	Other net assets	Total
	£	£	£
Restricted funds	-	500	500
Unrestricted funds	-	134,302	134,302
Total funds	-	134,802	134,802

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL

England & Wales - Charity number 260377

Accounts

**THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL
TRUSTEES' REPORT AND UNAUDITED ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2023**

Charity Number : 260377



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THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL

YEAR ENDED 31st DECEMBER 2023

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TRUSTEES' ANNUAL REPORT
YEAR ENDED 31st DECEMBER 2023

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Charity registration number 260377

Address Broomfield Hospital
Court Road
Broomfield
Chelmsford
CM1 7ET

Trustees Mrs Alison Frances Douglas (Chairperson)
Mrs Barbara Elizabeth Coupe (Vice-Chairperson) (passed away 3 May 2023)
Mrs Penelope Yvonne Elizabeth Bennett (Vice-Chairperson from 8 June 2023)
Mrs Carol Haensel (Secretary)
Mrs Janet Anne Warn
Mr Christopher Rodney Vaughan Jones
Mrs Jennifer Gay Gillingham
Ms Marion Lee

Independent Examiner Colin Andrew Barker FCA
Edmund Carr LLP
146 New London Road
Chelmsford
CM2 0AW

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL

TRUSTEES' ANNUAL REPORT *(continued)*

YEAR ENDED 31st DECEMBER 2023

OBJECTIVES AND ACTIVITIES

The objects of the Charity, as set out in the governing document, are to:

- mobilise, encourage, foster and maintain the interest of the public in the patients and the support of the work of the Broomfield Hospital by means of voluntary service.
- provide funds for the purposes of supplementing the resources of the hospital service, or the provision of amenities for patients and staff not normally provided under the National Health Service ("NHS"), including the provision and running of the hospital shops.

The Trustees confirm that they have had due regard to the Charity Commission's guidance on Public Benefit when reviewing the Charity's aims and objectives and in planning future activities.

The Friends at Broomfield Hospital are a group of some 50 or more men and women who have joined together with the aim of improving the treatment and care of patients, relatives and staff ... by giving of their time, without any type of payment, to raise money to purchase equipment or facilities as proposed by Mid & South Essex Hospitals Charity Office that are not and have not previously been funded either fully or in part by any form of funding from statutory authorities but that the hospital feel would be of benefit; and those requests for funding to be considered by Friends at Broomfield Hospital Committee.

The Friends run two shops on site. There is also a mobile trolley round which stocks mainly confectionery and soft drinks and visits a range of wards across the hospital site. Goods are sold to patients, staff and visitors at a profit which is used to purchase the items requested by the hospital Trustees. To date, more than £1.2 million has been donated to the hospital to purchase equipment and improve conditions and comfort of the patients whilst in hospital and to improve the facilities for relatives who for various reasons stay the night by their relatives' bedsides. Additionally, the Friends run a library trolley service where patients can borrow and exchange books free of charge. Again, a range of wards are visited across the hospital site.

ACHIEVEMENTS AND PERFORMANCE

Chairperson's report

As we approach the 75th anniversary of the Friends in 2024, 2023 was almost a 'record breaking' year. Financially we are very nearly up to pre Covid levels and considering our opening hours are still reduced as a consequence of the pandemic this is a fantastic result.

We have seen a great increase in footfall as our hospital returns to normal operations, with clinics being re-instated and visitors encouraged to return. We have also benefitted from the temporary closure of the main catering facility at the hospital. Income has increased, generating an additional £100,000 on last year's total.

We are extremely grateful for the loyalty of the hospital staff, patients and visitors who use our two shops. For our part, we always aim to give good value for money, variety of choice and attractive merchandise, as well as 'service with a smile' by our happy volunteers who are welcoming and always willing to help.

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL

TRUSTEES' ANNUAL REPORT *(continued)*

YEAR ENDED 31st DECEMBER 2023

Sadly, in May 2023 the Friends suffered a major blow with the loss of our Vice Chairman, Barbara Coupe. Barbara was our longest serving volunteer of nearly 40 years and was instrumental in driving the Friends forward to the charity that it is today. She was a very active member and was heavily involved in all aspects of our day-to-day operations. We received many donations in memory of Barbara and have purchased two specialist chairs for use in the hospital in her name and in her favourite pink colour.

Adjusting to her loss has been a major undertaking, but one which the Committee and our volunteers dealt with in a way we believe she would have wanted.

We have re-introduced both the library trolley and the ward trolley rounds. These have been very well received by both patients and staff who often are unable to visit our shops. Our customers appreciate the service and the opportunity to have a chat with a non-clinical person. What better way to help the day go by, than with a good book and a chocolate bar! The trolley rounds will increase in frequency when we can recruit more volunteers to operate them, and we will also incorporate more wards to visit as the service develops.

Recruiting volunteers is an ongoing issue following the loss of quite a few volunteers during and after the pandemic. Like many charities we have found it difficult to recruit replacements. This is something we are concentrating our efforts on, and hope to get the numbers back up to pre-pandemic levels as soon as possible.

Although we have had a very profitable year, and we have funded every proposal put forward by the Trust, there has not been a great number of requests from the hospital for us to fund equipment etc., and some requests have been agreed but not yet funded. We hope very much that this will change in 2024, and are working closely with the Charitable Office to ensure this happens.

However, we have this year funded; slippers to prevent falls in the hospital, specialist tilt chairs for patients who have had a stroke or suffer neurological problems to help them get from bed to chair, breast pumps and trolleys for the neo natal unit for the care of cleft babies, a VR headset for the anaesthetic department to provide a distraction for nervous patients, and teaching aids for urology.

For the Care of the Elderly wards we are funding basic toiletries to ensure that the patients have everything they need, even if they come in as an emergency, or have no toiletries with them. We have made an initial commitment to fund this for 12 months at a cost to the Friends of £6,000.

We have also provided soft toys to go with new-born babies who are going on to be fostered or adopted, with the same toy going to their birth mothers as a keepsake.

Hopefully, all of these items will make a difference to the dignity of the patients, and will make a difference to the life of the hospital.

Our periodic magazine has recently been printed, which has been well received, and an editorial piece is published in the Broomfield Times every 2 months which keeps the local community informed of our work and which we hope may generate more volunteers.

You can find out more about the work we do and enquire about volunteering by visiting our website which is updated regularly: www.fabh.org.

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL

TRUSTEES' ANNUAL REPORT *(continued)*

YEAR ENDED 31st DECEMBER 2023

Our donations from the community have increased by over £6,000 from last year, with contributions through “Just Giving”, “Love to donate” and “Much Loved” in memoriam gifts. We received a generous donation from the South Woodham Ferrers Football Club from their Fun Day which we used to purchase a mobile phone charger for A & E – a department the Club unfortunately uses frequently!

We also have counter top collection boxes which generate a steady stream of donations. We hold regular book sales and tombolas to generate extra income, which also publicises the work we do within the hospital.

The Friends continue to fulfil a very important role within Broomfield Hospital by supporting the Trust with services and providing vital funds. This role has remained constant for the last 75 years, with every volunteer giving their time and commitment willingly and providing a friendly and welcoming face to patients, visitors and staff. Sometimes this is the only non-clinical interaction that a patient will experience whilst staying in hospital.

The Charity has no paid staff and all profits generated benefit the hospital. My thanks go to the volunteers whose commitment and enthusiasm ensures that our services run as smoothly as they do.

Long may this continue and we look forward to hopefully a record breaking 75th year in 2024!

Alison Douglas

Chairperson

FINANCIAL REVIEW

Treasurer's Report

The Charity's income in the year was £407,081 (2022: £287,321), with the hospital shops generating £392,254 (2022: £279,952) of this total. This shows a level of income approaching pre-covid figures and is a testament to the efforts of our group of volunteers. As a result the Charity was able to make grants of £26,412 (2022: £80,016) towards hospital amenities, the reduced level reflecting a shortage of requests from the hospital rather than any lack of funds. The net income for the year was £81,516 (2022: deficit of £24,508) and total funds at the year end were £154,653 (2022: £73,137).

Grants awarded included:

£8,688 to the Therapy Team: Black and Pink Tilt Chairs;

£4,299 to the Neo Natal: Breast Pumps and Trolleys;

£2,445 to Anaesthetics Team: VR Headset; and

£3,300 for a urine flow meter.

We are confident that the level of grants for the following year will show an increase due to improved liaison with the hospital.

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL

TRUSTEES' ANNUAL REPORT *(continued)*

YEAR ENDED 31st DECEMBER 2023

Reserves Policy

The Friends' reserves policy is to retain minimum unrestricted funds of £30,000. This is to fund the day-to-day running of the shops, one-off shop purchases (e.g. equipment) and any unexpected repairs. Reserves at 31 December 2023 totalled £154,653. Reserves in excess of £30,000 are available for the award of grants to the Hospital as and when requested.

The Friends have their banking arrangements with Metro Bank. A Community Current Account is used for day-to-day transactions and an interest-bearing Community Deposit Account retains funds for short term requirements. The Community Current Account holds a balance sufficient to pay all known expenses - which will generally be shop related (around £10k); the balance being transferred to the Community Deposit Account using an automatic 'sweep' facility. Movement of funds between the Community Deposit Account and the Community Current Account will be scheduled as and when lump sum payments are required to be made to the hospital for specific items purchased. Both these accounts give us instant access to funds. Surplus funds, over and above short-term requirements, are held in a Notice Deposit account with Metro Bank and are subject to 60 days' notice.

STRUCTURE GOVERNMENT AND MANAGEMENT

The Charity adopted its Constitution and Rules in December 1969 and was registered as a charity on 16 January 1970.

The accounts (financial statements) have been prepared in accordance with the Statement of Recommended Practice : 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) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2019.

The accounts (financial statements) have been prepared to give a 'true and fair' view and 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 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) issued on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

This report was approved by the Trustees on 11 April 2024 and is signed on their behalf by:

Alison Douglas
.....

Alison Douglas
Chairperson

**THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL
INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES
YEAR ENDED 31st DECEMBER 2023**

I report to the Charity Trustees on my examination of the accounts of the Charity for the year ended 31 December 2023 which are set out on pages 7 to 13.

Responsibilities and basis of report

As the Charity's Trustees 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 Charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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 Charity 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.

Colin Barker

.....
Colin Barker FCA

Edmund Carr LLP
146 New London Road
Chelmsford
CM2 0AW

15 April 2024

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL

STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31st DECEMBER 2023

	Note	Unrestricted 2023 £	Restricted 2023	Total Funds 2023 £	Total Funds 2022 £
INCOME from:					
Donations and legacies		11,660	-	11,660	7,229
Fundraising		1,227	-	1,227	-
Charitable activities	2	392,254	-	392,254	279,952
Investments - bank interest		1,790	-	1,790	140
Other income	3	150	-	150	-
TOTAL INCOME		407,081	-	407,081	287,321
EXPENDITURE on:					
Raising Funds		129	-	129	180
Charitable activities	4	325,436	-	325,436	311,649
TOTAL EXPENDITURE		325,565	-	325,565	311,829
NET INCOME/(EXPENDITURE)		81,516	-	81,516	(24,508)
NET MOVEMENT IN FUNDS					
RECONCILIATION OF FUNDS					
Total funds brought forward		73,137	-	73,137	97,645
Total funds carried forward		<u>154,653</u>	<u>-</u>	<u>154,653</u>	<u>73,137</u>

All of the Charity's funds are unrestricted.

All of the above amounts relate to continuing activities

The notes on pages 9 to 13 form part of these financial statements.

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL
BALANCE SHEET
AS AT 31st DECEMBER 2023

	Note	2023		2022	
		£	£	£	£
CURRENT ASSETS					
Stock	8	15,798		10,659	
Debtors	9	916		569	
Cash at bank and in hand		<u>171,552</u>		<u>122,561</u>	
		188,266		133,789	
CREDITORS: Amounts falling due within one year					
	10	<u>(33,613)</u>		<u>(60,652)</u>	
NET CURRENT ASSETS			154,653		73,137
NET ASSETS			<u>154,653</u>		<u>73,137</u>
FUNDS OF THE CHARITY					
Unrestricted funds	11		154,653		73,137
Restricted funds			-		-
TOTAL CHARITY FUNDS			<u>154,653</u>		<u>73,137</u>

These financial statements were approved by the Trustees on 11 April 2024 and are signed on their behalf by:

Alison Douglas

.....
Alison Douglas

Chairperson

Charity Number: 260377

The notes on pages 9 to 13 form part of these financial statements.

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31st DECEMBER 2023

1. ACCOUNTING POLICIES

General information

The League of Friends of Broomfield Hospital is an unincorporated registered charity. The address is; Broomfield Hospital, Court Road, Broomfield, Chelmsford, CM1 7ET.

The Charity meets the definition of a public benefit entity under FRS102.

Basis of accounting

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102) and the Charities Act 2011 and UK Generally Accepted Accounting Practice as it applies from 1 January 2019.

The financial statements have been prepared to give a 'true and fair' view and 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 Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) issued on 16 July 2014 rather than the Accounting and reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

Income

All income is recognised once the Charity has entitlement to the resources, it is certain that the resources will be received and the monetary value of income can be measured with sufficient reliability. Investment income relates to bank interest and is included when received.

Donated Services

The shop units are provided to the Charity by Broomfield Hospital at no charge. The shops are run by unpaid volunteers. No value has been attributed to these donated services in the accounts as it cannot be reliably measured.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable that settlement will be required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregates similar costs to that category.

Support costs relate to expenditure to support the charitable activities of the Charity which cannot be directly attributed to charitable activities.

Governance costs are those costs incurred in connection with the administration of the Charity including compliance with constitutional and statutory requirements.

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31st DECEMBER 2023

1. ACCOUNTING POLICIES *(continued)*

Taxation

The League of Friends of Broomfield Hospital is a registered charity and is exempt from taxation to the extent that any income and gains are applied to its charitable purposes.

The Charity is VAT registered.

Stock

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

Debtors

Accrued income relates to legacy income notified to the Charity but not yet received.

Liability Recognition

Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the Charity to pay out resources and the obligation can be measured with reasonable certainty.

Fund accounting

Funds held by the Charity are either:

Unrestricted general funds - these are funds which can be used in accordance with the charitable objects at the discretion of the Trustees.

Designated funds - these are funds set aside by the Trustees out of unrestricted funds for specific future purposes or projects.

Restricted funds - these are funds that can only be used for particular restricted purposes within the objects of the Charity.

2. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
Sales from hospital shops	392,254	-	392,254	279,952
	<u>392,254</u>	<u>-</u>	<u>392,254</u>	<u>279,952</u>

3. OTHER INCOME

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
Netpay Goodwill Payment	150	-	150	-
	<u>150</u>	<u>-</u>	<u>150</u>	<u>-</u>

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31st DECEMBER 2023

4. EXPENDITURE ON CHARITABLE ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
a) Provision and Running of Hospital Shops	298,533	-	298,533	216,159
b) Donations to other Hospital Amenities	26,412	-	26,412	80,016
c) Grants released	(15,400)	-	(15,400)	-
Governance costs (note 5)	2,775	-	2,775	2,860
Support costs (note 6)	13,116	-	13,116	12,614
	<u>325,436</u>	<u>-</u>	<u>325,436</u>	<u>311,649</u>

	2023 £	2022 £
a) Provision and Running of Hospital Shops		
Purchases	285,450	205,476
Volunteer expenses	2,974	951
Other expenses	10,109	9,732
	<u>298,533</u>	<u>216,159</u>

	2023 £	2022 £
b) Donations to other Hospital Amenities		
Chemotherapy Unit	-	25,000
Falls Team: Slippers Swap	2,100	-
Manual handling: Lifting equipment	-	16,872
Cleft services: breast pumps	-	12,600
Urine Flow Meter	3,300	-
Therapy Team: Black and Pink Tilt Chairs	8,688	-
Neo Natal: Breast Pumps and Trolleys	4,299	-
Anaesthetics Team: VR Headset	2,445	-
Urology: Male Catherterisation Model	1,500	-
Other	4,080	25,544
	<u>26,412</u>	<u>80,016</u>

	2023 £	2022 £
c) Grants released		
Bladder Scanner	(8,000)	-
Pulse Art: Music in Healthcare	(7,400)	-
	<u>(15,400)</u>	<u>-</u>

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31st DECEMBER 2023

5. GOVERNANCE COSTS

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
Independent Examination fee	740	-	740	740
Accounts preparation and other services	2,035	-	2,035	2,120
Fees payable to Independent Examiner	2,775	-	2,775	2,860

6. SUPPORT COSTS

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
Training, admin and sundry expenses	6,428	-	6,428	5,658
Subscriptions and Insurance	1,537	-	1,537	1,434
Website and IT costs	3,617	-	3,617	4,052
Bank fees	360	-	360	45
Maintenance and repairs	1,174	-	1,174	1,425
	<u>13,116</u>	<u>-</u>	<u>13,116</u>	<u>12,614</u>

7. TRUSTEES' REMUNERATION

No Trustee received any remuneration for their services as a Trustee during the current or preceding year.

During the year P Bennett was paid £3,956 (2022 - £2,281) in respect of bookkeeping services provided to the Charity.

No Trustee was reimbursed expenses during the current or preceding year.

8. STOCK

	2023 £	2022 £
Shop stock	<u>15,798</u>	<u>10,659</u>

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31st DECEMBER 2023

9. DEBTORS

	2023	2022
	£	£
Prepayments	680	569
Interest Receivable	236	-
	<u>916</u>	<u>569</u>

10. CREDITORS

	2023	2022
	£	£
Accruals	3,872	3,637
VAT	6,140	6,107
Grants Payable	23,601	50,908
	<u>33,613</u>	<u>60,652</u>

11. UNRESTRICTED INCOME FUNDS

Current Year	Balance at 01/01/2023	Incoming resources	Outgoing resources	Transfers	Balance at 31/12/2023
	£	£	£	£	£
Unrestricted funds	<u>73,137</u>	<u>407,081</u>	<u>(325,565)</u>	<u>-</u>	<u>154,653</u>
Prior Year	Balance at 01/01/2022	Incoming resources	Outgoing resources	Transfers	Balance at 31/12/2022
	£	£	£	£	£
Unrestricted funds	<u>97,645</u>	<u>287,321</u>	<u>(311,829)</u>	<u>-</u>	<u>73,137</u>

12. ANALYSIS OF NET ASSETS (between restricted and unrestricted funds)

	Tangible fixed assets	Other net assets	Total
	£	£	£
Restricted funds	-	-	-
Unrestricted funds	-	154,653	154,653
Total funds	<u>-</u>	<u>154,653</u>	<u>154,653</u>

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL

England & Wales - Charity number 260377

Accounts

**THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL
TRUSTEES' REPORT AND UNAUDITED ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2022**

Charity Number : 260377



Edmund Carr LLP
Chartered Accountants
146 New London Road
Chelmsford
Essex
CM2 OAW

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL

YEAR ENDED 31st DECEMBER 2022

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THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL
TRUSTEES' ANNUAL REPORT
YEAR ENDED 31st DECEMBER 2022

The Trustees present their report and the unaudited financial statements of the Charity for the year ended 31 December 2022.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered charity name	The League of Friends of Broomfield Hospital
Charity registration number	260377
Address	Broomfield Hospital Court Road Broomfield Chelmsford CM1 7ET
Trustees	Mrs Alison Frances Douglas (Chairperson) Mrs Barbara Elizabeth Coupe (Vice-Chairperson) (passed away 3 May 2023) Mrs Carol Haensel (Secretary) Mrs Janet Anne Warn Mr Christopher Rodney Vaughan Jones Mrs Penelope Yvonne Elizabeth Bennett Mrs Jennifer Gay Gillingham Ms Marion Lee
Independent Examiner	Colin Andrew Barker FCA Edmund Carr LLP 146 New London Road Chelmsford CM2 0AW

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL

TRUSTEES' ANNUAL REPORT *(continued)*

YEAR ENDED 31st DECEMBER 2022

OBJECTIVES AND ACTIVITIES

The objects of the Charity, as set out in the governing document, are to:

- mobilise, encourage, foster and maintain the interest of the public in the patients and the support of the work of the Broomfield Hospital by means of voluntary service.
- provide funds for the purposes of supplementing the resources of the hospital service, or the provision of amenities for patients and staff not normally provided under the National Health Service ("NHS"), including the provision and running of the hospital shops.

The Trustees confirm that they have had due regard to the Charity Commission's guidance on Public Benefit when reviewing the Charity's aims and objectives and in planning future activities.

The Friends at Broomfield Hospital are a group of some 50 or more men and women who have joined together with the aim of improving the treatment and care of patients, relatives and staff ... by giving of their time, without any type of payment, to raise money to purchase equipment or facilities as proposed by Mid & South Essex Hospitals Charity Office that are not and have not previously been funded either fully or in part by any form of funding from statutory authorities but that the hospital feel would be of benefit; and those requests for funding to be considered by Friends at Broomfield Hospital Committee.

The Friends run two shops on site. There is also a mobile trolley round (which has been suspended between 2019 and 2022 due to COVID19 restrictions). We plan to reinstate the trolley round in early 2023 ... and stock mainly confectionery and soft drinks visiting a range of wards across the hospital site. Goods are sold to patients, staff and visitors at a profit which is used to purchase the items requested by the hospital Trustees. To date, more than £1.2 million has been donated to the hospital to purchase equipment and improve conditions and comfort of the patients whilst in hospital and to improve the facilities for relatives who for various reasons stay the night by their relatives' bedsides.

ACHIEVEMENTS AND PERFORMANCE

Chairperson's report

The last three years, as we all weathered the Covid-19 pandemic, it seems, thankfully, that the disruption and devastation experienced within the hospital has at last started to abate. We have seen first-hand the intense pressure impressed upon doctors, nurses and staff within the hospital and our Friends' volunteers have worked tirelessly to continue supporting the staff and patients as much as possible throughout these unprecedented times ... sometimes, just being able to provide a smile and a cheery word to brighten their day makes our work worthwhile. I sincerely hope that we can now all re-emerge together ... with faith and trust even stronger than before.

Profits earned in the Friends' shops have been greatly affected by the reduced numbers of some patient appointments and reduced numbers of visitors ... however, times are improving and I am pleased to report that the 2022 shop income is some 71% higher than we recorded in 2021.

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL

TRUSTEES' ANNUAL REPORT *(continued)*

YEAR ENDED 31st DECEMBER 2022

All our profits are retained for the provision of hospital amenities where our aim is to help make the patient experience more comfortable during their hospital stay and help, where we can, with the wellbeing of our incredibly dedicated hospital staff. Visitors are a very important aspect of patient rehabilitation ... so we are always keen to support our visitors too ... not only by welcoming them to our shops but also by funding items such as Mobile Phone Charging Stations for general public use. It's a very simple thing, but essential in these days of technology ... no one needs added stress by finding there is no battery life in their mobile phone when it's urgently needed to keep in contact with family and friends.

Following an application process via the Hospital Charities Office, The Friends' Committee are able to consider funding or partially funding hospital amenities ... such that have not previously been funded either fully or in part by any form of statutory authority funding. It is our pleasure to have been able to award grants totalling £80,016 this year ... some of which are individually listed within the Treasurers Report.

Our mobile trolley service and our library trolley service are about to be reinstated (early 2023) – after 3 years of not being able to have face to face contact with patients on the wards. It has taken a great deal of time and effort to be able to get to this stage and the Friends are looking forward to getting back out there! Being able to provide a good book and have a friendly chat to patients and members of staff goes a long way ... and our Friends thrive on helping to make a positive difference! I know this will be met with a great deal of enthusiasm from staff and patients alike ... and is a service that we very much enjoy providing.

As a start to reinstating our fundraising events, we have a Book Sale and Easter Raffle planned for the first quarter of 2023 and intend to repeat the Book Sale together with a Seasonal Raffle every three months or so in the Hospital Atrium ...so please come and see us!

Generous donations from our supporters continued to come in throughout 2022, which, during such testing financial times is so appreciated. We are very fortunate to receive donations via such platforms as Just Giving, Love 2 donate and Much Loved as well as direct from individuals by post and using our counter-top collection boxes. You can see details of how we spend these funds on our website www.fab.org under 'News' where we publish articles and photographs of funded items.

The Friends continue to fulfil a huge role within Broomfield Hospital by supporting the Trust with services and providing vital funds. The donations awarded in 2022 are some 115% higher than the previous year and we will continue to work with the Trust to improve our contribution year on year.

Every volunteer gives their time and commitment willingly and it is such a tonic for us to be able to provide a friendly and welcoming face to patients, visitors and staff. Sometimes this is the only non-clinical interaction that a patient will experience whilst staying in hospital. The Charity has no paid staff and again enormous thanks should be given to the volunteers whose commitment and enthusiasm ensures that our services run as smoothly as they do.

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL

TRUSTEES' ANNUAL REPORT *(continued)*

YEAR ENDED 31st DECEMBER 2022

Barbara Coupe - Vice Chairman and Shop Manager died suddenly and unexpectedly in May 2023. She was our longest serving volunteer, having been with the Friends for over 39 years.

She was a much valued and loved member of the charity and was the primary driving force instrumental in taking the Charity forward. She was a kind, empathetic, hardworking and enthusiastic person who loved her family, the Friends and golf. Much of what we have achieved today is down to Barbara with her vision and determination. She will be very sadly missed and her shoes will be impossible to fill.

Alison Douglas

Chairperson

FINANCIAL REVIEW

Treasurer's Report

The Covid-19 pandemic is at long last behind us although its after effects continue to impact shop takings. The Charity's income in the year was £287,321 (2021: £203,324), with the hospital shops generating £279,952 (2021: £163,504) of this total. The Charity was still however able to make grants of £80,016 (2021: £37,280) towards hospital amenities. The net deficit for the year was £24,508 (2021: surplus of £37,728) and total funds at the year end were £73,137 (2021: £97,645).

Grants awarded included:

£25,000 to the Chemotherapy Unit towards 'cooling caps';

£16,872 to the Manual Handling team towards lifting equipment;

£12,600 to Cleft Services towards breast pumps

£4,200 to Burns Intensive Care Unit towards patient bedwarmers;

As mentioned above, the Covid-19 pandemic continues to have an adverse effect on the Charity's income due to the numbers attending the hospital. Looking forward as the footfall in the hospital increases we are confident the income of the Charity and its ability to fund donations will also increase.

Reserves Policy

The Friends' reserves policy is to retain minimum unrestricted funds of £30,000. This is to fund the day to day running of the shop, one-off shop purchases (eg equipment such as tills or freezers) and any unexpected repairs. Reserves at 31 December 2022 totalled £73,137. Reserves in excess of £30,000 are available for the award of grants to the Hospital as and when requested.

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL

TRUSTEES' ANNUAL REPORT *(continued)*

YEAR ENDED 31st DECEMBER 2022

The Friends have their banking arrangements with Metro Bank. A Community Current Account is used for day-to-day transactions and an interest-bearing Community Deposit Account retains funds for short term requirements. The Community Current Account holds a balance sufficient to pay all known expenses - which will generally be shop related (around £10k); the balance being transferred to the Community Deposit Account using an automatic 'sweep' facility. Movement of funds between the Community Deposit Account and the Community Current Account will be scheduled as and when lump sum payments are required to be made to the hospital for specific items purchased. Both these accounts give us instant access to funds. Surplus funds, over and above short-term requirements, are held in a Notice Deposit account with Metro Bank and are subject to 60 days' notice.

STRUCTURE GOVERNMENT AND MANAGEMENT

The Charity adopted its Constitution and Rules in December 1969 and was registered as a charity on 16 January 1970.

The accounts (financial statements) have been prepared in accordance with the Statement of Recommended Practice : 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) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2019.

The accounts (financial statements) have been prepared to give a 'true and fair' view and 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 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) issued on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

This report was approved by the Trustees on 7 June 2023 and is signed on their behalf by:

Alison Douglas
.....

Alison Douglas
Chairperson

**THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL
INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES
YEAR ENDED 31st DECEMBER 2022**

I report to the Charity Trustees on my examination of the accounts of the Charity for the year ended 31 December 2022 which are set out on pages 7 to 13.

Responsibilities and basis of report

As the Charity's Trustees 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 Charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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 Charity 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.

Colin Barker

.....
Colin Barker FCA

Edmund Carr LLP
146 New London Road
Chelmsford
CM2 0AW

7 June 2023

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL
STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31st DECEMBER 2022

	Unrestricted 2022 £	Restricted 2022	Total Funds 2022 £	Total Funds 2021 £
Note				
INCOME from:				
Donations and legacies	7,229	-	7,229	4,948
Fundraising	-	-	-	-
Charitable activities	279,952	-	279,952	163,504
Investments - bank interest	140	-	140	21
Other income	-	-	-	34,851
TOTAL INCOME	<u>287,321</u>	<u>-</u>	<u>287,321</u>	<u>203,324</u>
EXPENDITURE on:				
Raising Funds	180	-	180	241
Charitable activities	311,649	-	311,649	165,355
TOTAL EXPENDITURE	<u>311,829</u>	<u>-</u>	<u>311,829</u>	<u>165,596</u>
NET INCOME/(EXPENDITURE)	(24,508)	-	(24,508)	37,728
NET MOVEMENT IN FUNDS				
RECONCILIATION OF FUNDS				
Total funds brought forward	97,645	-	97,645	59,917
Total funds carried forward	<u>73,137</u>	<u>-</u>	<u>73,137</u>	<u>97,645</u>

All of the Charity's funds are unrestricted.

All of the above amounts relate to continuing activities

The notes on pages 9 to 13 form part of these financial statements.

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL
BALANCE SHEET
AS AT 31st DECEMBER 2022

	Note	2022		2021	
		£	£	£	£
CURRENT ASSETS					
Stock	8	10,659		8,717	
Debtors	9	569		11,184	
Cash at bank and in hand		<u>122,561</u>		<u>110,518</u>	
		133,789		130,419	
CREDITORS: Amounts falling due within one year					
	10	<u>(60,652)</u>		<u>(32,774)</u>	
NET CURRENT ASSETS			73,137		97,645
NET ASSETS			<u>73,137</u>		<u>97,645</u>
FUNDS OF THE CHARITY					
Unrestricted funds	11		73,137		97,645
Restricted funds			-		-
TOTAL CHARITY FUNDS			<u>73,137</u>		<u>97,645</u>

These financial statements were approved by the Trustees on 7 June 2023 and are signed on their behalf by:

Alison Douglas

.....
Alison Douglas

Chairperson

Charity Number: 260377

The notes on pages 9 to 13 form part of these financial statements.

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31st DECEMBER 2022

1. ACCOUNTING POLICIES

General information

The League of Friends of Broomfield Hospital is an unincorporated registered charity. The address is; Broomfield Hospital, Court Road, Broomfield, Chelmsford, CM1 7ET.

The Charity meets the definition of a public benefit entity under FRS102.

Basis of accounting

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102) and the Charities Act 2011 and UK Generally Accepted Accounting Practice as it applies from 1 January 2019.

The financial statements have been prepared to give a 'true and fair' view and 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 Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) issued on 16 July 2014 rather than the Accounting and reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

Income

All income is recognised once the Charity has entitlement to the resources, it is certain that the resources will be received and the monetary value of income can be measured with sufficient reliability. Investment income relates to bank interest and is included when received.

Donated Services

The shop units are provided to the Charity by Broomfield Hospital at no charge. The shops are run by unpaid volunteers. No value has been attributed to these donated services in the accounts as it cannot be reliably measured.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable that settlement will be required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregates similar costs to that category.

Support costs relate to expenditure to support the charitable activities of the Charity which cannot be directly attributed to charitable activities.

Governance costs are those costs incurred in connection with the administration of the Charity including compliance with constitutional and statutory requirements.

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31st DECEMBER 2022

1. ACCOUNTING POLICIES *(continued)*

Taxation

The League of Friends of Broomfield Hospital is a registered charity and is exempt from taxation to the extent that any income and gains are applied to its charitable purposes.

The Charity is VAT registered.

Stock

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

Debtors

Accrued income relates to legacy income notified to the Charity but not yet received.

Liability Recognition

Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the Charity to pay out resources and the obligation can be measured with reasonable certainty.

Fund accounting

Funds held by the Charity are either:

Unrestricted general funds - these are funds which can be used in accordance with the charitable objects at the discretion of the Trustees.

Designated funds - these are funds set aside by the Trustees out of unrestricted funds for specific future purposes or projects.

Restricted funds - these are funds that can only be used for particular restricted purposes within the objects of the Charity.

2. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
Sales from hospital shops	279,952	-	279,952	163,504
	<u>279,952</u>	<u>-</u>	<u>279,952</u>	<u>163,504</u>

3. OTHER INCOME

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
Insurance receipt	-	-	-	34,851
	<u>-</u>	<u>-</u>	<u>-</u>	<u>34,851</u>

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31st DECEMBER 2022

4. EXPENDITURE ON CHARITABLE ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
a) Provision and Running of Hospital Shops	216,159	-	216,159	128,637
b) Donations to other Hospital Amenities	80,016	-	80,016	37,280
c) Grants released	-	-	-	(16,000)
Governance costs (note 5)	2,860	-	2,860	2,235
Support costs (note 6)	12,614	-	12,614	13,203
	<u>311,649</u>	<u>-</u>	<u>311,649</u>	<u>165,355</u>

	2022 £	2021 £
a) Provision and Running of Hospital Shops		
Purchases	205,476	123,365
Volunteer expenses	951	636
Other expenses	9,732	4,636
	<u>216,159</u>	<u>128,637</u>

	2022 £	2021 £
b) Donations to other Hospital Amenities		
Chemotherapy Unit	25,000	5,000
Pegasus ward	607	20,000
Manual handling: Lifting equipment	16,872	-
Cleft services: breast pumps	12,600	-
Bladder scanner	8,000	-
Music in Healthcare	7,400	-
Burns ICU	4,200	-
Pathology Department	-	7,500
Christmas decorations, presents and prizes	1,171	602
Other	4,166	4,178
	<u>80,016</u>	<u>37,280</u>

	2022 £	2021 £
c) Grants released		
Airseal system	-	(15,000)
Piano in atrium	-	(1,000)
	<u>-</u>	<u>(16,000)</u>

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31st DECEMBER 2022

5. GOVERNANCE COSTS

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
Independent Examination fee	740	-	740	720
Accounts preparation and other services	2,120	-	2,120	1,515
Fees payable to Independent Examiner	2,860	-	2,860	2,235
	<u>2,860</u>	<u>-</u>	<u>2,860</u>	<u>2,235</u>

6. SUPPORT COSTS

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
Training, admin and sundry expenses	5,658	-	5,658	3,612
Subscriptions and Insurance	1,434	-	1,434	1,465
Website and IT costs	4,052	-	4,052	4,408
Bank fees	45	-	45	432
Maintenance and repairs	1,425	-	1,425	3,286
	<u>12,614</u>	<u>-</u>	<u>12,614</u>	<u>13,203</u>

7. TRUSTEES' REMUNERATION

No Trustee received any remuneration for their services as a Trustee during the current or preceding year.

During the year P Bennett was paid £2,281 (2021 - £2,116) in respect of bookkeeping services provided to the Charity.

No Trustee was reimbursed expenses during the current or preceding year.

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31st DECEMBER 2022

8. STOCK

	2022	2021
	£	£
Shop stock	<u>10,659</u>	<u>8,717</u>

9. DEBTORS

	2022	2021
	£	£
Prepayments	569	555
VAT	-	10,629
	<u>569</u>	<u>11,184</u>

10. CREDITORS

	2022	2021
	£	£
Accruals	3,637	2,774
VAT	6,107	-
Grants Payable	50,908	30,000
	<u>60,652</u>	<u>32,774</u>

11. UNRESTRICTED INCOME FUNDS

	Balance at 01/01/2022	Incoming resources	Outgoing resources	Transfers	Balance at 31/12/2022
	£	£	£	£	£
Unrestricted funds	<u>97,645</u>	<u>287,321</u>	<u>(311,829)</u>	<u>-</u>	<u>73,137</u>

12. ANALYSIS OF NET ASSETS (between restricted and unrestricted funds)

	Tangible fixed assets	Other net assets	Total
	£	£	£
Restricted funds	-	-	-
Unrestricted funds	-	73,137	73,137
Total funds	<u>-</u>	<u>73,137</u>	<u>73,137</u>

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL

England & Wales - Charity number 260377

Accounts

**THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL
TRUSTEES' REPORT AND UNAUDITED ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2021**

Charity Number : 260377



Edmund Carr LLP
Chartered Accountants
146 New London Road
Chelmsford
Essex
CM2 OAW

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL

YEAR ENDED 31st DECEMBER 2021

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Balance sheet	8
Notes to the financial statements	9

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL
TRUSTEES' ANNUAL REPORT
YEAR ENDED 31st DECEMBER 2021

The Trustees present their report and the unaudited financial statements of the Charity for the year ended 31 December 2021.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered charity name The League of Friends of Broomfield Hospital

Charity registration number 260377

Address Broomfield Hospital
Court Road
Broomfield
Chelmsford
CM1 7ET

Trustees Mrs Alison Frances Douglas (Chairperson)
Mrs Barbara Elizabeth Coupe (Vice-Chairperson)
Mrs Carol Haensel (Secretary)
Mrs Janet Anne Warn
Mrs Rosalind Cornish (Resigned 08.07.2021)
Mrs Mary Cheshire (Resigned 11.11.2021)
Mr Christopher Rodney Vaughan Jones
Mrs Penelope Yvonne Elizabeth Bennett
Mrs Jennifer Gay Gillingham
Ms Marion Lee

Independent Examiner Colin Andrew Barker FCA
Edmund Carr LLP
146 New London Road
Chelmsford
CM2 0AW

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL

TRUSTEES' ANNUAL REPORT *(continued)*

YEAR ENDED 31st DECEMBER 2021

OBJECTIVES AND ACTIVITIES

The objects of the Charity, as set out in the governing document, are to:

- mobilise, encourage, foster and maintain the interest of the public in the patients and the support of the work of the Broomfield Hospital by means of voluntary service.
- provide funds for the purposes of supplementing the resources of the hospital service, or the provision of amenities for patients and staff not normally provided under the National Health Service ("NHS"), including the provision and running of the hospital shops.

The Trustees confirm that they have had due regard to the Charity Commission's guidance on Public Benefit when reviewing the Charity's aims and objectives and in planning future activities.

The League of Friends of Broomfield Hospital are a group of some 50 or more men and women who have joined together with the aim of improving the treatment and care of patients, relatives and staff, by giving of their time, without any type of payment, to raise money to purchase equipment or facilities that have not been budgeted for in the hospital financial year, but the hospital Trustees feel that the item requested would be of benefit.

The Friends run two shops on site and two trolley rounds which sell newspapers, magazines, sweets, sandwiches, toilet items etc. to patients, staff and visitors at a profit which is used to purchase the items requested by the hospital Trustees. To date, more than £1.2 million has been donated to the hospital to purchase equipment and improve conditions and comfort of the patients whilst in hospital and to improve the facilities for relatives who for various reasons stay the night by their relatives' bedsides.

ACHIEVEMENTS AND PERFORMANCE

Chairperson's report

This year we have again all been faced with immense professional and personal challenges. We have seen the Covid-19 pandemic continue to cause disruption and devastation beyond belief. As volunteers within the hospital, the Friends have continued to do as much as possible to support the hospital, its patients and our NHS colleagues whilst remaining compliant with government and NHS Trust guidance.

Sadly, our shops had to shut during the second lockdown, but as soon as it was safe to do so, we re-opened with our wonderful volunteers and continued to serve the staff during this very difficult time. We reduced our opening hours as the number of visitors was still strictly limited, and the footfall greatly reduced.

Despite all these difficulties we still managed to make a profit this year, and have donated several items to the Hospital, including almost 300 Christmas presents which were purchased and wrapped by our volunteers, we awarded £7,500 towards the upgrade of the Pathology Department staff room – a facility which we felt was extremely important, as the staff were working round the clock during the Covid crisis; outside tables and benches for the terrace; new chairs for the new chemotherapy suite; and £20,000 towards a new children's surgical ward. We also paid for all patients to be able to watch the final of the European Football Championship on their bedside television.

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL

TRUSTEES' ANNUAL REPORT *(continued)*

YEAR ENDED 31st DECEMBER 2021

As our region of Essex moved out of lockdown we were able to reopen our shops. Both sites were made Covid secure and it was a pleasure to be able to resume some of our services and have personal contact with our customers again. Our remarkable volunteers stepped back in to man the shops without hesitation and I, as Chairperson, am extremely grateful to them and very proud of our continued achievements in support of the hospital.

One of our pressing commitments during 2022 will be to encourage new volunteers to come and join us, as our numbers have reduced significantly during lockdown for a variety of reasons. Once life has stabilised further, hospital restrictions lifted, and our opening hours go back to normal, we will be actively pursuing the recruitment of new volunteers.

We were hopeful that in 2021 we would be able to re-instate our library and trolley rounds to the wards, but this has not proved possible. We hope that with the potential easing of restrictions in 2022 we will be able to - our volunteers are looking forward to being able to provide those services and meet the patients again.

The Friends continue to fulfil a huge role within Broomfield Hospital by supporting the Trust with services and providing vital funds. Although our donations are much depleted this year the continued effort expended by our volunteers is immeasurable. All of us are very much looking forward to reaching a new 'normal' in 2022 and playing a more interactive part with our colleagues and Friends at the hospital again.

Every volunteer gives their time and commitment willingly and it is such a tonic for us to be able to provide a friendly and welcoming face to patients, visitors and staff. Sometimes providing the only non clinical interaction that a patient will experience whilst staying in hospital. The Charity has no paid staff and again enormous thanks should be given to the volunteers whose commitment and enthusiasm ensures that our services run as smoothly as they do.

Our shops continue to go from strength to strength and we have seen the footfall increase year on year (up to 2020) and it will give us all so much pleasure to regain that momentum during 2022.

Similarly, being able to run our mobile shop trolley services and library trolley service to the wards and seeking out those patients who are not able to come and visit us will be a welcome return. Giving a patient a smile and a wave and maybe a good book to distract them whilst they are in hospital brightens our day too!

Although we haven't been able to hold any fundraising events during the year we have continued to receive generous donations from our supporters, which, during such testing times is so appreciated.

Reflecting on the last twelve months makes us even more mindful of our professional and personal circumstances and how Covid-19 has impacted each of us. It is a telling reminder of the importance of being able to support each other and continue to strive to make a positive impact through adversity. The Friends are proud to have been able to make such a contribution to the hospital, its patients and staff and support the dedication of our NHS who work tirelessly to keep us all safe.

Alison Douglas
Chairperson

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL

TRUSTEES' ANNUAL REPORT *(continued)*

YEAR ENDED 31st DECEMBER 2021

FINANCIAL REVIEW

Treasurer's Report

The Covid-19 pandemic has continued to have a dramatic impact on our income. The Charity's income in the year was £203,324 (2020: £141,317), with the hospital shops generating £163,504 (2020: £134,714) of this total. The charity was still however able to award grants of £37,280 (2020: £34,924) towards hospital amenities. The net surplus for the year was £37,728 (2020: £18,994 deficit) and total funds at the year end were £97,645 (2020: £59,917).

Grants awarded included:

£7,500 towards the the refurbishment of the Pathology staff room including the kitchen and rest areas;

£5,000 towards the Chemotherapy Unit recliner chairs;

£639 to enable all patients to watch the final of the European Football Championship on their bedside television.

£3,495 for tables and chairs on the Wellbeing Terrace.

As predicted and stated in the first paragraph, the Covid-19 pandemic continues to have a dramatic adverse effect on the Charity's income. The shops remained closed for the first three months of the year and after opening trade was significantly reduced due to the fall in numbers attending the hospital. Income was boosted however by a successful claim which the Charity has lodged under its business interruption insurance policy which resulted in a receipt of £34,851.

Reserves Policy

The Friends have their banking arrangements with Metro Bank. A Community Current Account is used for day to day transactions and an interest bearing Community Deposit Account retains any surplus income. Segregation of shop activities and donation activities is undertaken using Xero Accounting Software.

The policy, with effect from January 2021, is for the Community Current Account to hold a sufficient balance to pay all known expenses - which will generally be shop related (around £7-£10k); the balance being transferred to the Community Deposit Account using an automatic 'sweep' facility. Movement of funds between the Community Deposit Account and the Community Current Account will be scheduled as and when lump sum payments are required to be made to the hospital for specific items purchased. Both accounts give us instant access to funds.

The balance of the Community Deposit Account is primarily reserved to spend on equipment requested on a basis that, if we have the money and the Friends agree the purchase, the money will be spent. If we do not have sufficient funds, part payment may be offered. Over the past years we have usually managed to meet all requests.

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL
TRUSTEES' ANNUAL REPORT *(continued)*
YEAR ENDED 31st DECEMBER 2021

STRUCTURE GOVERNMENT AND MANAGEMENT

The Charity adopted its Constitution and Rules in December 1969 and was registered as a charity on 16 January 1970.

The accounts (financial statements) have been prepared in accordance with the Statement of Recommended Practice : 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) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2019.

The accounts (financial statements) have been prepared to give a 'true and fair' view and 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 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) issued on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

This report was approved by the Trustees on 23 April 2022 and is signed on their behalf by:

Alison Douglas

.....
Alison Douglas
Chairperson

**THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL
INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES
YEAR ENDED 31st DECEMBER 2021**

I report to the Charity Trustees on my examination of the accounts of the Charity for the year ended 31 December 2021 which are set out on pages 7 to 13.

Responsibilities and basis of report

As the Charity's Trustees 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 Charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination 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 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.

Colin Barker

.....
Colin Barker FCA

Edmund Carr LLP
146 New London Road
Chelmsford
CM2 0AW

28 April 2022

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL
STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31st DECEMBER 2021

	Unrestricted 2021 £	Restricted 2021	Total Funds 2021 £	Total Funds 2020 £
Note				
INCOME from:				
Donations and legacies	4,948	-	4,948	6,383
Fundraising	-	-	-	-
Charitable activities	2	-	163,504	134,714
Investments - bank interest	21	-	21	220
Other income	3	-	34,851	-
TOTAL INCOME	<u>203,324</u>	<u>-</u>	<u>203,324</u>	<u>141,317</u>
EXPENDITURE on:				
Raising Funds	241	-	241	216
Charitable activities	4	-	165,355	160,095
TOTAL EXPENDITURE	<u>165,596</u>	<u>-</u>	<u>165,596</u>	<u>160,311</u>
NET INCOME/(EXPENDITURE)	37,728	-	37,728	(18,994)
NET MOVEMENT IN FUNDS				
RECONCILIATION OF FUNDS				
Total funds brought forward	59,917	-	59,917	78,911
Total funds carried forward	<u>97,645</u>	<u>-</u>	<u>97,645</u>	<u>59,917</u>

All of the Charity's funds are unrestricted.

All of the above amounts relate to continuing activities

The notes on pages 9 to 13 form part of these financial statements.

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL
BALANCE SHEET
AS AT 31st DECEMBER 2021

	Note	2021		2020	
		£	£	£	£
CURRENT ASSETS					
Stock	8	8,717		10,673	
Debtors	9	11,184		10,516	
Cash at bank and in hand		<u>110,518</u>		<u>71,580</u>	
		130,419		92,769	
CREDITORS: Amounts falling due within one year					
	10	<u>(32,774)</u>		<u>(32,852)</u>	
NET CURRENT ASSETS			97,645		59,917
NET ASSETS			<u>97,645</u>		<u>59,917</u>
FUNDS OF THE CHARITY					
Unrestricted funds	11		97,645		59,917
Restricted funds			-		-
TOTAL CHARITY FUNDS			<u>97,645</u>		<u>59,917</u>

These financial statements were approved by the Trustees on 23 April 2022 and are signed on their behalf by:

Alison Douglas

.....

Alison Douglas

Chairperson

Charity Number: 260377

The notes on pages 9 to 13 form part of these financial statements.

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31st DECEMBER 2021

1. ACCOUNTING POLICIES

General information

The League of Friends of Broomfield Hospital is an unincorporated registered charity. The address is; Broomfield Hospital, Court Road, Broomfield, Chelmsford, CM1 7ET.

The Charity meets the definition of a public benefit entity under FRS102.

Basis of accounting

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102) and the Charities Act 2011 and UK Generally Accepted Accounting Practice as it applies from 1 January 2019.

The financial statements have been prepared to give a 'true and fair' view and 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 Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) issued on 16 July 2014 rather than the Accounting and reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

Income

All income is recognised once the Charity has entitlement to the resources, it is certain that the resources will be received and the monetary value of income can be measured with sufficient reliability. Investment income relates to bank interest and is included when received.

Donated Services

The shop units are provided to the Charity by Broomfield Hospital at no charge. The shops are run by unpaid volunteers. No value has been attributed to these donated services in the accounts as it cannot be reliably measured.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable that settlement will be required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregates similar costs to that category.

Support costs relate to expenditure to support the charitable activities of the Charity which cannot be directly attributed to charitable activities.

Governance costs are those costs incurred in connection with the administration of the Charity including compliance with constitutional and statutory requirements.

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31st DECEMBER 2021

1. ACCOUNTING POLICIES *(continued)*

Taxation

The League of Friends of Broomfield Hospital is a registered charity and is exempt from taxation to the extent that any income and gains are applied to its charitable purposes.

The Charity is VAT registered.

Stock

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

Debtors

Accrued income relates to legacy income notified to the Charity but not yet received.

Liability Recognition

Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the Charity to pay out resources and the obligation can be measured with reasonable certainty.

Fund accounting

Funds held by the Charity are either:

Unrestricted general funds - these are funds which can be used in accordance with the charitable objects at the discretion of the Trustees.

Designated funds - these are funds set aside by the Trustees out of unrestricted funds for specific future purposes or projects.

Restricted funds - these are funds that can only be used for particular restricted purposes within the objects of the Charity.

2. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
Sales from hospital shops	163,504	-	163,504	134,714
	<u>163,504</u>	<u>-</u>	<u>163,504</u>	<u>134,714</u>

3. OTHER INCOME

Insurance receipt	34,851	-	34,851	-
	<u>34,851</u>	<u>-</u>	<u>34,851</u>	<u>-</u>

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31st DECEMBER 2021

4. EXPENDITURE ON CHARITABLE ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
a) Provision and Running of Hospital Shops	128,637	-	128,637	113,850
b) Donations to other Hospital Amenities	37,280	-	37,280	34,924
c) Grants released	(16,000)	-	(16,000)	-
Governance costs (note 5)	2,235	-	2,235	2,000
Support costs (note 6)	13,203	-	13,203	9,321
	<u>165,355</u>	<u>-</u>	<u>165,355</u>	<u>160,095</u>

	2021 £	2020 £
a) Provision and Running of Hospital Shops		
Purchases	123,365	107,800
Volunteer expenses	636	604
Other expenses	4,636	5,446
	<u>128,637</u>	<u>113,850</u>

	2021 £	2020 £
b) Donations to other Hospital Amenities		
Theatre robot	-	5,000
Pegasus ward	20,000	-
Wellbeing Terrace	3,495	-
Chemotherapy Unit	5,000	-
Pathology Department	7,500	-
Teenage cancer service suite	-	10,000
Airseal System	-	15,000
Christmas decorations, presents and prizes	602	329
Other	683	4,595
	<u>37,280</u>	<u>34,924</u>

	2021 £	2020 £
c) Grants released		
Airseal system	(15,000)	-
Piano in atrium	(1,000)	-
	<u>(16,000)</u>	<u>-</u>

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31st DECEMBER 2021

5. GOVERNANCE COSTS

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
Independent Examination fee	720	-	720	695
Accounts preparation and other services	1,515	-	1,515	1,305
Fees payable to Independent Examiner	2,235	-	2,235	2,000
	<u>2,235</u>	<u>-</u>	<u>2,235</u>	<u>2,000</u>

6. SUPPORT COSTS

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
Training, admin and sundry expenses	3,612	-	3,612	2,528
Subscriptions and Insurance	1,465	-	1,465	709
Website and IT costs	4,408	-	4,408	3,793
Bank fees	432	-	432	1,076
Office equipment and maintenance	3,286	-	3,286	1,215
	<u>13,203</u>	<u>-</u>	<u>13,203</u>	<u>9,321</u>

7. TRUSTEES' REMUNERATION

No Trustee received any remuneration for their services as a Trustee during the current or preceding year.

During the year P Bennett was paid £2,116 (2020 - £1,606) in respect of bookkeeping services provided to the Charity.

No Trustee was reimbursed expenses during the current or preceding year.

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31st DECEMBER 2021

8 STOCK

	2021	2020
	£	£
Shop stock	8,717	10,673

9 DEBTORS

	2021	2020
	£	£
Prepayments	555	324
VAT	10,629	10,192
	<u>11,184</u>	<u>10,516</u>

10 CREDITORS

	2021	2020
	£	£
Accruals	2,774	3,257
Grants Payable	30,000	29,595
	<u>32,774</u>	<u>32,852</u>

11 UNRESTRICTED INCOME FUNDS

	Balance at 01/01/2021	Incoming resources	Outgoing resources	Transfers	Balance at 31/12/2021
	£	£	£	£	£
Unrestricted funds	<u>59,917</u>	<u>203,324</u>	<u>(165,596)</u>	<u>-</u>	<u>97,645</u>

12 ANALYSIS OF NET ASSETS (between restricted and unrestricted funds)

	Tangible fixed assets	Other net assets	Total
	£	£	£
Restricted funds	-	-	-
Unrestricted funds	-	97,645	97,645
Total funds	<u>-</u>	<u>97,645</u>	<u>97,645</u>

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL

England & Wales - Charity number 260377

Accounts

**THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL
TRUSTEES' REPORT AND UNAUDITED ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

Charity Number : 260377



Edmund Carr LLP
Chartered Accountants
146 New London Road
Chelmsford
Essex
CM2 OAW

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL

YEAR ENDED 31st DECEMBER 2020

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Independent examiner's report	6
Statement of financial activities	7
Balance sheet	8
Notes to the financial statements	9

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL
TRUSTEES' ANNUAL REPORT
YEAR ENDED 31st DECEMBER 2020

The Trustees present their report and the unaudited financial statements of the Charity for the year ended 31 December 2020.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered charity name The League of Friends of Broomfield Hospital

Charity registration number 260377

Address Broomfield Hospital
Court Road
Broomfield
Chelmsford
CM1 7ET

Trustees Mrs Alison Frances Douglas (Chairperson)
Mrs Barbara Elizabeth Coupe (Vice-Chairperson)
Mrs Carol Haensel (Secretary)
Mrs Janet Anne Warn
Mrs Rosalind Cornish
Mrs Mary Cheshire
Mr Christopher Rodney Vaughan Jones
Mrs Penelope Yvonne Elizabeth Bennett
Mrs Jennifer Gay Gillingham
Ms Marion Lee

Independent Examiner Colin Andrew Barker FCA
Edmund Carr LLP
146 New London Road
Chelmsford
CM2 0AW

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL

TRUSTEES' ANNUAL REPORT *(continued)*

YEAR ENDED 31st DECEMBER 2020

OBJECTIVES AND ACTIVITIES

The objects of the Charity, as set out in the governing document, are to:

- mobilise, encourage, foster and maintain the interest of the public in the patients and the support of the work of the Broomfield Hospital by means of voluntary service.
- provide funds for the purposes of supplementing the resources of the hospital service, or the provision of amenities for patients and staff not normally provided under the National Health Service, including the provision and running of the hospital shops.

The Trustees confirm that they have had due regard to the Charity Commission's guidance on Public Benefit when reviewing the Charity's aims and objectives and in planning future activities.

The League of Friends of Broomfield Hospital are a group of some 60 or more men and women who have joined together with the aim of improving the treatment and care of patients, relatives and staff, by giving of their time, without any type of payment, to raise money to purchase equipment or facilities that have not been budgeted for in the hospital financial year, but the hospital Trustees feel that the item requested would be of benefit.

The Friends run two shops on site and two trolley rounds which sell newspapers, magazines, sweets, sandwiches, toilet items etc. to patients, staff and visitors at a profit which is used to purchase the items requested by the hospital Trustees. To date, more than £1.2 million has been donated to the hospital to purchase equipment and improve conditions and comfort of the patients whilst in hospital and to improve the facilities for relatives who for various reasons stay the night by their relatives' bedsides.

ACHIEVEMENTS AND PERFORMANCE

Chairperson's report

This year we have all been faced with immense professional and personal challenges. We have seen the Covid-19 pandemic cause disruption and devastation beyond belief and as volunteers within the hospital the Friends have continued to do as much as possible to support the hospital, its patients and our NHS colleagues whilst remaining compliant with government and NHS Trust guidance.

During the first lockdown our shops had to remain closed, but although we could not operate in our usual way, we worked hard to find alternative ways to offer help. So, instead of staff visiting us to buy their lunch, we arranged a daily sandwich run to the Covid wards for their staff free of charge. Additionally, we were pleased to donate other items from our shops to the staff, enabling them to have a range of soft drinks, crisps and confectionery to help keep them going throughout their long shifts.

The generosity of the general public during this time has been amazing and although our shops have been out of operation we were glad to offer our premises to be used as storage by the hospital for the many, many donations received.

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL

TRUSTEES' ANNUAL REPORT *(continued)*

YEAR ENDED 31st DECEMBER 2020

As our region of Essex moved out of lockdown and into further restrictions (Tier 2 and Tier 3), with much pre-planning, we were able to reopen our shops. Both sites were made Covid secure and it was a pleasure to be able to resume some of our services and have personal contact with our customers again. Our remarkable volunteers stepped back in to man the shops without hesitation and I, as Chairperson, am extremely grateful to them and very proud of our continued achievements in support of the hospital. November 2020 saw the introduction of a second lockdown. Our Covid secure shops remained open until just before Christmas when the pandemic hit even greater levels and with our volunteers' welfare in mind we took the decision to close the shops again, this time for the remainder of the year. Rest assured that we are on hand to reopen as soon as we are given the green light! Our second phase during 2021 will be to reintroduce our mobile services. Once it is safe to do so we will resume our mobile shop trolley rounds and our library trolley round to the wards - our volunteers are looking forward to being able to provide those services and meet up with the patients again.

The Friends continue to fulfil a huge role within Broomfield Hospital by supporting the Trust with services and providing vital funds. Although our donations are much depleted this year the continued effort expended by our volunteers is immeasurable. All of us are very much looking forward to reaching a new 'normal' in 2021 and playing a more interactive part with our colleagues and Friends at the hospital again.

Every volunteer gives their time and commitment willingly and it is such a tonic for us to be able to provide a friendly and welcoming face to patients, visitors and staff. Sometimes providing the only non clinical interaction that a patient will experience whilst staying in hospital. The Charity has no paid staff and again enormous thanks should be given to the volunteers whose commitment and enthusiasm ensures that our services run as smoothly as they do.

Our shops continue to go from strength to strength and we have seen the footfall increase year on year (up to 2020) and it will give us all so much pleasure to regain that momentum during 2021. Similarly, being able to run our mobile shop trolley services and library trolley service to the wards and seeking out those patients who are not able to come and visit us will be a welcome return. Giving a patient a smile and a wave and maybe a good book to distract them whilst they are in hospital brightens our day too!

Although we haven't been able to hold any fundraising events during the year we have continued to receive generous donations from our supporters, which, during such testing times is so appreciated. Reflecting on the last twelve months makes us even more mindful of our professional and personal circumstances and how Covid-19 has impacted each of us. It is a telling reminder of the importance of being able to support each other and continue to strive to make a positive impact through adversity. The Friends are proud to have been able to make such a contribution to the hospital, its patients and staff and support the dedication of our NHS who work tirelessly to keep us all safe.

Alison Douglas

Chairperson

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL

TRUSTEES' ANNUAL REPORT *(continued)*

YEAR ENDED 31st DECEMBER 2020

FINANCIAL REVIEW

Treasurer's Report

The dramatic impact of the Covid-19 pandemic has depleted our income significantly. The Charity's income in the year was £141,317 (2019: £412,754), with the hospital shops generating £134,714 (2019: £405,423) of this total. The Charity was still however able to award grants of £34,924 (2019: £100,421) towards hospital amenities. The net deficit for the year was £18,994 (2019: £3,357) and total funds at the year end were £59,917 (2019: £78,911).

Grants awarded included a final donation of £5,000 to the Robot Appeal, which means that over a three year period our donation totalled £44,000. Despite the restrictions in place the Friends were also pleased to provide around 150 wrapped Christmas gifts for patients, mainly on our elderly wards, who had to be hospitalised over Christmas. Hopefully this small act of kindness brought a smile to their faces.

For the limited time that the shops were able to remain open during the year we strongly recommended customers to use debit and credit cards as a preferred method of payment. This was well received and is something we will continue to encourage for the future.

As predicted and stated in the first paragraph, there has been a considerable drop in income in 2020 caused by the Covid-19 pandemic. The Charity has lodged a claim under its business interruption insurance policy for part of these losses which is ongoing. It will take some time for income levels to get back to the 2019 levels but every effort will be made to resume our services as soon as restrictions allow and it is safe to do so.

Reserves Policy

The Friends have changed their banking arrangements during this year and now run a Community Current Account and an interest bearing Community Deposit Account for all income. All expenses are paid from the Community Current Account. Segregation of shop activities and donation activities is undertaken using Xero Accounting Software.

The policy, with effect from January 2021, is for the Community Current Account to hold a sufficient balance to pay all known expenses - which will generally be shop related (around £7-£10k); the balance being transferred to the Community Deposit Account using an automatic 'sweep' facility. Movement of funds between the Community Deposit Account and the Community Current Account will be scheduled as and when lump sum payments are required to be made to the hospital for specific items purchased. Both accounts give us instant access to funds.

The balance of the Community Deposit Account is primarily reserved to spend on equipment requested on a basis that, if we have the money and the Friends agree the purchase, the money will be spent. If we do not have sufficient funds, part payment may be offered. Over the past years we have usually managed to meet all requests.

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL

TRUSTEES' ANNUAL REPORT *(continued)*

YEAR ENDED 31st DECEMBER 2020

STRUCTURE GOVERNMENT AND MANAGEMENT

The Charity adopted its Constitution and Rules in December 1969 and was registered as a charity on 16 January 1970.

Our Treasurer Christopher Jones was appointed a Trustee at our AGM along with Penelope Bennett, Jennifer Gillingham and Marion Lee. All have been advised of their responsibilities as Trustees.

The accounts (financial statements) have been prepared in accordance with the Statement of Recommended Practice : 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) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2019.

The accounts (financial statements) have been prepared to give a 'true and fair' view and 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 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) issued on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

This report was approved by the Trustees on 24 March 2021 and is signed on their behalf by:

Alison Douglas

.....
Alison Douglas

Chairperson

**THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL
INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES
YEAR ENDED 31st DECEMBER 2020**

I report to the Charity Trustees on my examination of the accounts of the Charity for the year ended 31 December 2020 which are set out on pages 7 to 13.

Responsibilities and basis of report

As the Charity's Trustees 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 Charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination 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 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.

Colin Barker

.....
Colin Barker FCA

Edmund Carr LLP
146 New London Road
Chelmsford
CM2 0AW

25 March 2021

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL
STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31st DECEMBER 2020

	Unrestricted 2020 £	Restricted 2020	Total Funds 2020 £	Total Funds 2019 £
INCOME from:				
Donations and legacies	6,383	-	6,383	5,773
Fundraising	-	-	-	1,017
Charitable activities	134,714	-	134,714	405,423
Investments - bank interest	220	-	220	541
TOTAL INCOME	<u>141,317</u>	<u>-</u>	<u>141,317</u>	<u>412,754</u>
EXPENDITURE on:				
Raising Funds	216	-	216	241
Charitable activities	160,095	-	160,095	415,870
TOTAL EXPENDITURE	<u>160,311</u>	<u>-</u>	<u>160,311</u>	<u>416,111</u>
NET INCOME/NET MOVEMENT IN FUNDS	(18,994)	-	(18,994)	(3,357)
RECONCILIATION OF FUNDS				
Total funds brought forward	78,911	-	78,911	82,268
Total funds carried forward	<u><u>59,917</u></u>	<u><u>-</u></u>	<u><u>59,917</u></u>	<u><u>78,911</u></u>

All of the Charity's funds are unrestricted.

All of the above amounts relate to continuing activities

The notes on pages 9 to 13 form part of these financial statements.

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL
BALANCE SHEET
AS AT 31st DECEMBER 2020

	Note	2020		2019	
		£	£	£	£
CURRENT ASSETS					
Stock	7	10,673		14,769	
Debtors	8	10,516		-	
Cash at bank and in hand		71,580		70,262	
		<u>92,769</u>		<u>85,031</u>	
CREDITORS: Amounts falling due within one year					
	9	<u>(32,852)</u>		<u>(6,120)</u>	
NET CURRENT ASSETS			59,917		78,911
NET ASSETS			<u>59,917</u>		<u>78,911</u>
FUNDS OF THE CHARITY					
Unrestricted funds	10		59,917		78,911
Restricted funds			-		-
TOTAL CHARITY FUNDS			<u>59,917</u>		<u>78,911</u>

These financial statements were approved by the Trustees on 24 March 2021 and are signed on their behalf by:

Alison Douglas

.....

Alison Douglas

Chairperson

Charity Number: 260377

The notes on pages 9 to 13 form part of these financial statements.

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31st DECEMBER 2020

1. ACCOUNTING POLICIES

General information

The League of Friends of Broomfield Hospital is an unincorporated registered charity. The address is; Broomfield Hospital, Court Road, Broomfield, Chelmsford, CM1 7ET.

The Charity meets the definition of a public benefit entity under FRS102.

Basis of accounting

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102) and the Charities Act 2011 and UK General Accepted Accounting Practice as it applies from 1 January 2019.

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Income

All income is recognised once the Charity has entitlement to the resources, it is certain that the resources will be received and the monetary value of income can be measured with sufficient reliability.

Investment income relates to bank interest and is included when received.

Donated Services

The shop units are provided to the Charity by Broomfield Hospital at no charge.

The shops are run by unpaid volunteers.

No value has been attributed to these donated services in the accounts as it cannot be reliably measured.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregates similar costs to that category.

Support costs relate to expenditure to support the charitable activities of the Charity which cannot be directly attributed to charitable activities.

Governance costs are those costs incurred in connection with the administration of the Charity including compliance with constitutional and statutory requirements.

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31st DECEMBER 2020

1. ACCOUNTING POLICIES *(continued)*

Taxation

The League of Friends of Broomfield Hospital is a registered charity and is exempt from taxation to the extent that any income and gains are applied to its charitable purposes.

The Charity is VAT registered.

Stock

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

Debtors

Accrued income relates to legacy income notified to the Charity but not yet received.

Liability Recognition

Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the Charity to pay out resources and the obligation can be measured with reasonable certainty.

Fund accounting

Funds held by the Charity are either:

Unrestricted general funds - these are funds which can be used in accordance with the charitable objects at the discretion of the Trustees.

Designated funds - these are funds set aside by the Trustees out of unrestricted funds for specific future purposes or projects.

Restricted funds - these are funds that can only be used for particular restricted purposes within the objects of the Charity.

2. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
Sales from hospital shops	134,714	-	134,714	405,423
	<u>134,714</u>	<u>-</u>	<u>134,714</u>	<u>405,423</u>

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31st DECEMBER 2020

3. EXPENDITURE ON CHARITABLE ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
a) Provision and Running of Hospital Shops	113,850	-	113,850	296,302
b) Donations to other Hospital Amenities	34,924	-	34,924	100,421
Governance costs (note 4)	2,000	-	2,000	2,650
Support costs (note 5)	9,321	-	9,321	16,497
	<u>160,095</u>	<u>-</u>	<u>160,095</u>	<u>415,870</u>

	2020 £	2019 £
a) Provision and Running of Hospital Shops		
Purchases	107,800	277,352
Volunteer expenses	604	2,631
Other expenses	5,446	16,319
	<u>113,850</u>	<u>296,302</u>

	2020 £	2019 £
b) Donations to other Hospital Amenities		
Theatre robot	5,000	26,000
HDU Ward ventilator	-	26,500
A&E refurbishment	-	21,856
Syringe pumps	-	10,000
Teenage cancer service suite	10,000	-
Airseal System	15,000	-
Christmas decorations, presents and prizes	329	-
Other	4,595	16,065
	<u>34,924</u>	<u>100,421</u>

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31st DECEMBER 2020

4. GOVERNANCE COSTS

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
Independent Examination fee	695	-	695	695
Accounts preparation and other services	1,305	-	1,305	1,955
Fees payable to Independent Examiner	<u>2,000</u>	<u>-</u>	<u>2,000</u>	<u>2,650</u>

5. SUPPORT COSTS

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
Training, admin and sundry expenses	2,528	-	2,528	6,183
Subscriptions and Insurance	709	-	709	1,305
Website and IT costs	3,793	-	3,793	4,321
Bank fees	1,076	-	1,076	2,483
Office equipment and maintenance	1,215	-	1,215	2,205
	<u>9,321</u>	<u>-</u>	<u>9,321</u>	<u>16,497</u>

6. TRUSTEES' REMUNERATION

No Trustee received any remuneration for their services as a Trustee during the current or preceding year.

During the year P Bennett was paid £1,606 in respect of bookkeeping services provided to the Charity.

No Trustee was reimbursed expenses during the current or preceding year.

THE LEAGUE OF FRIENDS OF BROOMFIELD HOSPITAL
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31st DECEMBER 2020

7 STOCK

	2020	2019
	£	£
Shop stock	<u>10,673</u>	<u>14,769</u>

8 DEBTORS

	2020	2019
	£	£
Prepayments	324	-
VAT	<u>10,192</u>	-
	<u>10,516</u>	<u>-</u>

9 CREDITORS

	2020	2019
	£	£
VAT	-	2,459
Accruals	3,257	3,661
Grants Payable	29,595	-
	<u>32,852</u>	<u>6,120</u>

10 UNRESTRICTED INCOME FUNDS

	Balance at 01/01/2019	Incoming resources	Outgoing resources	Transfers	Balance at 31/12/2020
	£	£	£	£	£
Unrestricted funds	<u>78,911</u>	<u>141,317</u>	<u>(160,311)</u>	<u>-</u>	<u>59,917</u>

11 ANALYSIS OF NET ASSETS (between restricted and unrestricted funds)

	Tangible fixed assets	Other net assets	Total
	£	£	£
Restricted funds	-	-	-
Unrestricted funds	-	59,917	59,917
Total funds	<u>-</u>	<u>59,917</u>	<u>59,917</u>