

**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
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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>
b) Donations to other Hospital Amenities			2024 £	2023 £
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>
c) Grants released			2024 £	2023 £
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
	19,341	-	19,341	13,116

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	15,149	15,798

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
	<u>1,175</u>	<u>916</u>

10. CREDITORS

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

11. UNRESTRICTED INCOME FUNDS

Current Year	Balance at 01/01/2024	Incoming resources	Outgoing resources	Transfers	Balance at 31/12/2024
	£	£	£	£	£
Unrestricted funds	<u>154,653</u>	<u>456,337</u>	<u>(476,688)</u>	<u>-</u>	<u>134,302</u>
Prior 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>

12. RESTRICTED INCOME FUNDS

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

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