

## FRIENDS OF FROME HOSPITAL

Registered Charity 275898

### TRUSTEES REPORT 2020/21

#### Structure and Management

There are 8 trustees who, in 'normal circumstances' meet on three occasions during the year. Derek Trick resigned as a Trustee and at an SGM (held via Zoom) Ken Fricker was elected as Chairman, leaving the position of Secretary vacant. Penny Lines was elected as Secretary and the vacant Trustee position, with the agreement of the existing Trustees, was filled by Richard Lines. Richard agreed to continue with the overseeing of the Defibs. Due to Covid 19, the trustees agreed to postpone the Annual General Meeting and other meetings, until such time as Government restrictions were either amended or removed.

The trustees include a member from each of the three main community service clubs in the town. All members of the Friends are advised of trustees meetings and are entitled to attend by advising the Secretary in advance. Only the trustees have voting rights at these meetings. Where urgent decisions are required between meetings the Chairman will circulate all trustees and a majority decision will be established which will be formally recorded at the next meeting. The Annual General Meeting is held in November each year. The date is advertised in the local press and members of the public are entitled to attend. The number of trustees is limited to eight and a replacement trustee is appointed by agreement with the seven existing trustees. The written Constitution, based on a governing document originally adopted in 1955, has been reviewed and was presented to the trustees at the SGM. It was duly approved and is to be submitted to the Charity Commission.

#### Objectives and Activities

To support Frome Community Hospital, its facilities, patients, staff and visitors and to provide support relating to health matters for individuals and the local community as a whole.

#### The Year

Due to the various Covid related restrictions during the year, the work of the Friends has been limited. During the year there was further expenditure on the Community Defibrillator Scheme. Support has continued for the Life Education project but due to Covid not all schools took part and visits were moved from the caravan to electronic communication. This approach will now continue as we move forward. The reduction in the number of schools participating and no physical visits means that the less money will be donated during the year thus enabling support of the next academic year. Support for the caravan project is to be sought from outside of the Friends so as to enable all schools to participate. There has been various donations to the hospital, mainly to help and support not just the staff but also the patients – I pads for the midwives and also for the patients, microwave for the Birthing Unit, equipment for the MIU. At Easter, Chocolates for the staff and patients (and a similar donation to the Medical Practice) with hand cream for the staff. Work was carried out on both the Therapy Garden and the Staff Wellbeing gardens. Support has been given to the Walking Footballers, to enable this new venture to get started. In all, over the year, despite the various restrictions, The Friends have been able to support the Frome Community Hospital and the community at large.

#### The Future

However the Friends are well set up financially and will continue to support the Community Hospital and the provision of health and social care in the local community.

KJF 21/11/2021

**Friends of Frome Hospital**

Report and Accounts

For the year ended 31 March 2021

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**R. E. Froud & Associates Ltd**  
Chartered Management Accountants

R. E. Froud & Associates Ltd is a company registered in England and Wales. Company registration no: 07716347

## **Friends of Frome Hospital**

### **Reference and Administrative Details**

Chairman: K J Fricker

Treasurer: A Liggatt

Trustees: R M Blacklidge  
D Hatch  
R J Lines - appointed 29 July 2021  
T L Merry  
P J Smith  
N J White

Principle office: 29 Trevithick Close  
Frome  
BA11 2XA

Charity Registration No: 275898

Independent Examiner: Natalie Froud BMus MA ACMA CGMA FFA FIPA FISM  
R. E. Froud & Associates Ltd  
61 Robins Lane  
Frome  
Somerset  
BA11 3ET.

**Friends of Frome Hospital**  
Statement of Financial Activities  
For the period ended 31 March 2021

|                                     | Notes | Unrestricted<br>Funds<br>£ | Designated<br>Funds<br>£ | Funds<br>2021<br>£ | Funds<br>2020<br>£ |
|-------------------------------------|-------|----------------------------|--------------------------|--------------------|--------------------|
| <b>Incoming Resources</b>           |       |                            |                          |                    |                    |
| Donations and legacies              | 2     | 55,495                     | -                        | 55,495             | 3,463              |
| Charitable activities               | 3     | -                          | -                        | -                  | 3,005              |
| Other income - interest             |       | 432                        | -                        | 432                | 1,355              |
| <b>Total incoming resources</b>     |       | <u>55,927</u>              | <u>-</u>                 | <u>55,927</u>      | <u>7,823</u>       |
| <b>Resources expended</b>           |       |                            |                          |                    |                    |
| Direct charitable expenditure       | 4     | 20,230                     | 779                      | 21,009             | 50,324             |
| Governance costs                    | 5     | 1,590                      | -                        | 1,590              | 1,275              |
| <b>Total resources expended</b>     |       | <u>21,820</u>              | <u>779</u>               | <u>22,598</u>      | <u>51,599</u>      |
| Net incoming resources for the year |       | 34,107                     | (779)                    | 33,328             | (43,776)           |
| Balance brought forward             |       | 231,177                    | 14,405                   | 245,583            | 289,359            |
| <b>Balance carried forward</b>      |       | <u>265,284</u>             | <u>13,627</u>            | <u>278,911</u>     | <u>245,583</u>     |



**Friends of Frome Hospital**  
Notes to the Accounts  
For the period ended 31 March 2021

**1 Accounting policies**

**Basis of accounting**

The financial statements have been prepared in accordance with 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.

**Recognition of income**

Income is included in the Statement of Financial Activities (SoFA) when the charity becomes entitled to, and virtually certain to receive, the income and the amount of the income can be measured with sufficient reliability.

**Expenditure**

Recognition of expenditure

Expenditure is recognised on an accruals basis. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

Expenditure on charitable activities

These comprise the costs incurred by the Charity in the delivery of its activities and services in the furtherance of its objects, including the making of grants and governance costs.

Governance costs

These include those costs associated with meeting the constitutional and statutory requirements of the Charity, including any audit/independent examination fees, costs linked to the strategic management of the Charity, together with a share of other administration costs.

**Cash and cash equivalents**

Cash and cash equivalents comprise cash at bank and on hand, demand deposits with banks and other short-term highly liquid investments with original maturities of three months or less and bank overdrafts. In the statement of financial position, bank overdrafts are shown within borrowings or current liabilities. In the Statement of Cash Flows, cash and cash equivalents are shown net of bank overdrafts that are repayable on demand and form an integral part of the company's cash management.

**2 Donations and legacies**

|           | Unrestricted<br>£ | Designated<br>£ | 2021<br>£     | 2020<br>£    |
|-----------|-------------------|-----------------|---------------|--------------|
| Bequests  | 52,699            | -               | 52,699        | -            |
| Donations | 2,795             | -               | 2,795         | 3,463        |
|           | <u>55,495</u>     | <u>-</u>        | <u>55,495</u> | <u>3,463</u> |

**3 Charitable activities**

|                    | Unrestricted<br>£ | Designated<br>£ | 2021<br>£ | 2020<br>£    |
|--------------------|-------------------|-----------------|-----------|--------------|
| Sale of books      | -                 | -               | -         | 5            |
| Fundraising events | -                 | -               | -         | 3,000        |
|                    | <u>-</u>          | <u>-</u>        | <u>-</u>  | <u>3,005</u> |

**4 Direct charitable expenditure**

|                    | Unrestricted<br>£ | Designated<br>£ | 2021<br>£     | 2020<br>£     |
|--------------------|-------------------|-----------------|---------------|---------------|
| Donations          | 14,580            | -               | 14,580        | 17,940        |
| Equipment          | -                 | -               | -             | 22,911        |
| Research funding   | 4,244             | -               | 4,244         | 4,923         |
| Therapy garden     | 100               | -               | 100           | 251           |
| Licences           | 158               | -               | 158           | 155           |
| Sundry expenditure | 750               | -               | 750           | 1,127         |
| Training           | -                 | 414             | 414           | 1,215         |
| Repairs            | -                 | 365             | 365           | 1,503         |
| Gifts              | 399               | -               | 399           | 300           |
|                    | <u>20,230</u>     | <u>779</u>      | <u>21,009</u> | <u>50,324</u> |

# Friends of Frome Hospital

## Notes to the Accounts

For the period ended 31 March 2021

| <b>5 Governance costs</b> | <b>Unrestricted</b> | <b>Designated</b> | <b>2021</b>  | <b>2020</b>  |
|---------------------------|---------------------|-------------------|--------------|--------------|
|                           | <b>£</b>            | <b>£</b>          | <b>£</b>     | <b>£</b>     |
| Sundry expenses           | 70                  | -                 | 70           | -            |
| Professional fees         | 300                 | -                 | 300          | 250          |
| Postage and stationery    | 635                 | -                 | 635          | 468          |
| Insurance                 | 585                 | -                 | 585          | 557          |
|                           | <u>1,590</u>        | <u>-</u>          | <u>1,590</u> | <u>1,275</u> |

## 6 Creditors: amounts falling due within one year

|                              | <b>2021</b> | <b>2020</b> |
|------------------------------|-------------|-------------|
|                              | <b>£</b>    | <b>£</b>    |
| Accruals and deferred income | <u>300</u>  | <u>250</u>  |

| <b>7 Reserves</b>         | <b>Balance as at<br/>1 April 2020</b> | <b>Income</b> | <b>Expenditure</b> | <b>Balance as<br/>at 31 March<br/>2021</b> |
|---------------------------|---------------------------------------|---------------|--------------------|--|
|                           | <b>£</b>                              | <b>£</b>      | <b>£</b>           | <b>£</b>                                   |
| Charitable funds          | 231,177                               | 55,927        | (21,820)           | 265,284                                    |
| <u>Designated Funds</u>   |                                       |               |                    |  |
| Defibrillator Maintenance | 5,583                                 | -             | (779)              | 4,804                                      |
| Birthing Centre           | 8,822                                 | -             | -                  | 8,822                                      |
|                           | <u>245,583</u>                        | <u>55,927</u> | <u>(22,598)</u>    | <u>278,911</u>                             |

## 8 Transactions with the trustees

There were no transactions during the year.

**Friends of Frome Hospital**  
Income and expenditure  
For the period ended 31 March 2021

| GENERAL FUND                        | 31/03/2021 |        | 31/03/2020 |          |
|-------------------------------------|------------|--------|------------|----------|
|                                     | £          | £      | £          | £        |
| <b>Income</b>                       |            |        |            |          |
| Sale of books                       | -          |        | 5          |          |
| Bequests                            | 52,699     |        | -          |          |
| Personal Donations/In Memorium      | 2,795      |        | 1,304      |          |
| Fund Raising Events                 | -          |        | 3,000      |          |
| Interest                            | 432        |        | 1,355      |          |
|                                     |            | 55,927 |            | 5,664    |
| <b>Expenditure</b>                  |            |        |            |          |
| Donations - Frome Leg Club          | -          |        | 1,077      |          |
| - Life Education Wessex             | 4,310      |        | 9,405      |          |
| - Frome Birth Talk                  | -          |        | 6,000      |          |
| - Dogs for Health                   | -          |        | 500        |          |
| - Chantry Day Centre                | -          |        | 305        |          |
| - Atrial Fibrillation Support Group | -          |        | 252        |          |
| - Dorothy House                     | 5,000      |        | 400        |          |
| - Coronavirus                       | 5,000      |        |            |          |
| - POD                               | 220        |        |            |          |
| - Other donations                   | 50         |        |            |          |
|                                     |            | 14,580 |            | 17,940   |
| Research Funding                    |            | 4,244  |            | 4,923    |
| Hospital Equipment                  |            | -      |            | 1,337    |
| Therapy Garden                      |            | 100    |            | 251      |
| Hospital TV Licence                 |            | 158    |            | 155      |
| Gifts to Patients and Volunteers    |            | 399    |            | 300      |
| Friends Furniture                   |            |        |            | 620      |
| Tabards                             |            |        |            | 224      |
| Handcream                           |            | 750    |            | -        |
| Audit Fee                           |            | 300    |            | 250      |
| Stationery and Admin Expenses       |            | 635    |            | 468      |
| Insurance                           |            | 585    |            | 557      |
| Sundry expenses                     |            | 70     |            | -        |
|                                     |            | 21,820 |            | 27,024   |
| Net Income/(Expenditure)            |            | 34,107 |            | (21,360) |

| DEFIBRILLATOR MAINTENANCE FUND | 31/03/2021 |       | 31/03/2020 |         |
|--------------------------------|------------|-------|------------|---------|
|                                | £          | £     | £          | £       |
| <b>Income</b>                  |            |       |            |         |
| Donations and Collections      |            | -     |            | 2,159   |
| <b>Expenditure</b>             |            |       |            |         |
| New AEDs/Cabinets              |            | -     |            | 8,231   |
| Repairs                        |            | 365   |            | 1,094   |
| Electrical repairs             |            | -     |            | 410     |
| Sundry expenses                |            | -     |            | 283     |
| CPR Training                   |            | 414   |            | 1,215   |
|                                |            | 779   |            | 11,233  |
| Net Income/(Expenditure)       |            | (779) |            | (9,074) |

# Friends of Frome Hospital

Balance Sheet

As at 31 March 2021

|   | Notes | 2021    |         | 2020     |          |
|---|-------|---------|---------|----------|----------|
|   |       | £       | £       | £        | £        |
| <b>Current assets</b>                                 |       |         |         |          |          |
| Nationwide Building Society                           |       | 88,523  |         | 88,423   |          |
| HSBC Bank accounts                                    |       | 78,746  |         | 45,659   |          |
| Shawbrook Bank  |       | 55,750  |         | 55,750   |          |
| Natwest Bank  |       | 56,192  |         | 56,000   |          |
|   |       |         | 279,211 |          | 245,833  |
| <b>Creditors: amounts falling due within one year</b> | 6     | (300)   | (300)   | (250)    | (250)    |
| <b>Net assets</b>                                     |       |         | 278,911 |          | 245,583  |
| <b>FUNDS OF THE CHARITY</b>                           |       |         |         |          |          |
| <b>General Fund</b>                                   |       |         |         |          |          |
| Balance at 1st April                                  |       | 231,177 |         | 272,537  |          |
| Transfer to Other Funds                               |       | -       |         | (20,000) |          |
|   |       |         | 231,177 |          | 252,537  |
| Net Expenditure/Income                                |       |         | 34,107  |          | (21,360) |
| Balance at 31st March                                 | 7     |         | 265,284 |          | 231,177  |
| <b>Defibrillator Maintenance Fund</b>                 |       |         |         |          |          |
| Balance at 1st April                                  |       | 5,583   |         | 4,657    |          |
| Transfer to Other Funds                               |       | -       |         | 10,000   |          |
|   |       |         | 5,583   |          | 14,657   |
| Net Expenditure/Income                                |       |         | (779)   |          | (9,074)  |
| Balance at 31st March                                 | 7     |         | 4,804   |          | 5,583    |
| <b>Birthing Centre Fund</b>                           |       |         |         |          |          |
| Balance at 1st April                                  |       | 8,822   |         | 12,165   |          |
| Transfer to Other Funds                               |       | -       |         | 10,000   |          |
|   |       |         | 8,822   |          | 22,165   |
| Net Expenditure/Income                                |       |         | -       |          | (13,343) |
| Balance at 31st March                                 | 7     |         | 8,822   |          | 8,822    |
|   |       |         | 278,911 |          | 245,583  |

Approved by the trustees on 8.12.2021

AA Liggatt

Trustee name: A. A. LIGGATT



## **Friends of Frome Hospital**

### **Independent examiner's report to the members of Friends of Frome Hospital**

We report to the trustees on my examination of the accounts of the charity for the year ended 31st March 2021, which comprises of the Statement of Financial Activities, the Balance sheet and the related notes.

#### **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'). The trustees consider, that an audit is not required for this year under the Charities Act 2011, s.144(2) (the 2011 Act) and that an independent examination is needed.

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 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 can 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:

the accounting records were not kept in respect of the charity as required by section 130 of the Act; or

the accounts do not accord with those records; or

the accounts did 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.



Natalie Froud/BMus MA ACMA CGMA FFA FIPA FISM

R. E. Froud & Associates Ltd

61 Robins Lane

Frome

BA11 3ET

Date:

8 December 2021