

# THE NOTTINGHAMSHIRE HOSPICE LIMITED

England & Wales · Charity number 509759

## Details

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Status	Registered
Legal form	Charitable company
Company number	<a href="#">01509313</a>
Registered	1980-09-11
Register	<a href="#">View on the Charity Commission register</a>

## Contact

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Address	384 Woodborough Road Nottingham NG3 4JF
Phone	01159621222
Email	<a href="mailto:info@nottshospice.org">info@nottshospice.org</a>
Website	<a href="http://www.nottshospice.org">www.nottshospice.org</a>

## Activities

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**Objects:** TO PROMOTE THE RELIEF OF ILLNESS AND SUFFERING OF PEOPLE RESIDING PERMANENTLY OR TEMPORARILY WITHIN A 25 MILE RADIUS OF FERNLEIGH, 384 WOODBOROUGH ROAD, NOTTINGHAM, NG3 4JF, IN SUCH WAYS AS THE CHARITY SHALL FROM TIME TO TIME THINK FIT - IN PARTICULAR (BUT WITHOUT PREJUDICE TO THE GENERALITY OF SUCH OBJECT):1. BY FACILITATING AND PROMOTING THE RELIEF, CARE AND TREATMENT OF THE CHRONICALLY ILL, ESPECIALLY OF THE DYING IN THE PALLIATIVE CARE STAGE OF THEIR ILLNESS AND THE SUPPORT AND CARE OF THEIR FAMILIES AND CARERS OF THE BEREAVED;2. BY CONDUCTING OR PROMOTING OR ENCOURAGING OR COMMISSIONING RESEARCH INTO THE CARE AND TREATMENT OF SUCH PERSONS AS 3.1 SUFFERING FROM ANY TERMINAL ILLNESS AT THE END OF LIFE AND BY PROVIDING FOR THE DISSEMINATION OF THE RESULTS OF SUCH RESEARCH;3. TO PROVIDE OR FACILITATE EDUCATION AND TRAINING FOR PROFESSIONALS AND VOLUNTEERS ENGAGED IN PALLIATIVE CARE AND INCREASE AWARENESS AMONG THE GENERAL PUBLIC OF THE VALUES, PRINCIPLES AND PRACTICE OF HOSPICE AND PALLIATIVE CARE;4. BY PROMOTING THE ADVANCEMENT OF SPIRITUAL CARE, HELP, COUNSELLING AND GUIDANCE FOR SUCH PERSONS AS SET OUT IN 3,1, AND;5. BY PROVIDING A BEREAVEMENT SERVICE TO THE FAMILIES OF ANY PERSONS SUFFERING FROM OR HAVING SUFFERED FROM ANY CHRONIC OR TERMINAL ILLNESS

**Activities:** Support people affected by an end of life diagnosis, by providing Wellbeing - meeting social, clinical & emotional needs. Hospice in your Home 40,000 hours pa so people are cared for and die in their preferred place. Counselling support pre and post bereavement for patients, their carers and families. Generating income through 10 shops and fundraising activities to provide services free of charge.

## Classification

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- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** General Charitable Purposes, The Advancement Of Health Or Saving Of Lives, Other Charitable Purposes
- **Who:** Elderly/old People, People With Disabilities, Other Defined Groups, The General Public/mankind

## Geography

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- **Area of benefit:** SEE OBJECTS
- Nottingham City
- Nottinghamshire

## Finances

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Period end	Income	Expenditure	Assets	Employees
2025-03-31	£3,728,670	£3,990,260	£2,643,235	120
2024-03-31	£3,793,601	£4,200,443	£2,909,813	131
2023-03-31	£3,307,613	£3,797,604	£3,234,356	123
2022-03-31	£4,030,806	£3,771,900	£3,800,434	138
2021-03-31	£4,534,267	£3,619,348	£3,533,952	142

## Trustees

Name	Role	Appointed
<b>JOANNE SARAH BRUNNER</b>	Chair	
Ann Marie Rowe		2019-03-26
<b>COLIN PEACOCK</b>		
Dr Vanessa Doel		2021-01-26
Hani Edwards		2023-06-20
Jane Proctor		2023-11-28
Maria Hawley		2023-11-28
Patrick Booth		2023-01-16
Patrick Taylor		2020-11-24
Richard Rolls		2022-10-12

**THE NOTTINGHAMSHIRE HOSPICE LIMITED**

England & Wales - Charity number 509759

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# Accounts

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Registered number: 01509313  
Charity number: 509759

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
(A company limited by guarantee)

**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2025**

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(A company limited by guarantee)**

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**NOTTINGHAMSHIRE HOSPICE LIMITED**

**(A company limited by guarantee)**

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS  
FOR THE YEAR ENDED 31 MARCH 2025**

<b>Trustees</b>	Mr P Taylor Mrs A Rowe Mr C Peacock Dr V R Doel Mrs J Brunner Mr P Booth Mr R Rolls Mr P Caulfield Ms H Edwards Mrs J Proctor Mrs M Hawley
<b>Company registered number</b>	01509313
<b>Charity registered number</b>	509759
<b>Registered office</b>	Fernleigh 384 Woodborough Road Nottingham NG3 4JF
<b>Company secretary</b>	Mrs M B Holmes
<b>Independent auditors</b>	PKF Smith Cooper Audit Limited Statutory Auditors 2 Lace Market Square Nottingham NG1 1PB
<b>Bankers</b>	Barclays Bank Plc PO Box 18 High Street Nottingham NG1 6FF
<b>Solicitors</b>	Freeths LLP Cumberland Court 80 Mount Street Nottingham NG1 6HH

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
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**TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2025**

The Trustees present their Annual report together with the audited financial statements of the Company for the year 1 April 2024 to 31 March 2025. The Annual report serves the purposes of both a Trustees' report and a Directors' report under company law. The Trustees confirm that the Annual report and financial statements of the charitable Company comply with the current statutory requirements, the requirements of the charitable Company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the Company qualifies as small under section 382 of the Companies Act 2006, the Strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

### **Introduction**

2024-25 has been a financially and operationally challenging year across the Hospice sector with demand for services increasing against a backdrop of a weak economy and ever-increasing funding challenges. This includes at Nottinghamshire Hospice. Despite these challenges, there were many highlights and we still continued to serve over 2,000 patients across Nottinghamshire and extend our focus on the delivery of high quality care to a 24/7 model.

A notable highlight was our first CQC inspection since 2017. We were delighted to receive an extremely positive CQC report which rated our services overall as Good, with the "Caring" category rated as Outstanding. Other highlights include proactively implementing our retail, people services and communications strategies. These have afforded many benefits which range from the enhancing the accessibility of information on our website which is now available in over 100 languages, and significantly improving the customer experience in our shops, to launching a staff intranet site and improving our volunteer training.

We ended the year with a planned deficit. Our financial position in the coming year will be heavily impacted by the changes announced in the UK Government budget which is set to increase employer national insurance contributions and the national minimum wage from April 2025, causing an additional cost pressure in the region of £190k.

In light of this news, difficult decisions had to be made and following a period of staff consultation we redesigned our clinical structure and updated employees contracted terms and conditions to enable us to continue to provide care in patients homes 24/7, but sadly resulted in us having to make some roles redundant.

During the year we received an award of £117k from the Department of Health and Social Care towards capital projects, we used this award to improve our infrastructure. We identified an opportunity to reclaim £110k of VAT.

I would like to thank our NHS Commissioners and Charity and Community Partners who we have worked with throughout the year to continue to build our support, influence and presence locally. Lastly, I would like to personally thank our hospice teams, our army of wonderful volunteers who give of their time and all our generous supporters, for all they do to support Nottinghamshire Hospice and our patients and their loved ones.

### **Objectives and activities**

#### **a. Policies and objectives**

#### **Our Vision**

Everyone in Nottinghamshire should have a good death. For them and their loved-ones, our end-of-life care and support will be a beacon of hope and excellence in fulfilling this right.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2025**

**Objectives and activities (continued)**

**Our Mission**

To provide Hospice Care in all our communities, led and informed by their needs, striving to add life to every day by:

- providing therapy-based support to enable people to live well and understand the changes they will experience in their lives, and the impact on the people important to them;
- Hospice in your Home available in every community;
- promoting independence and recovery through appropriate bereavement care; and
- working with partners and our communities to increase understanding of palliative and end of life care.

**Our Values**

- **Compassion:** being inclusive, kind, having empathy, empowering others, having integrity and being patient.
- **Trust:** being authentic, unified, loyal, accountable, trustworthy, responsible, reliable and professional.
- **Ambition:** being courageous, getting the right outcomes and results, improving our services and being the best version of ourselves for the benefit of each other and our service users.

**Our Objectives**

Our charitable purpose is to promote care and treatment of the chronically ill; especially those in the palliative stage of their illness as well as support and care for families or carers of the bereaved. Specifically, we aim to do this for people residing within a 25 mile radius of the Hospice building at 384 Woodborough Road, Nottingham NG3 4JF.

We demonstrate this by providing high quality care, 7 days a week and 365 days of the year through a portfolio of services:

- providing palliative care in patients' homes, supporting them, their loved ones and carers to experience a good death led by their needs and wishes via our Hospice At Home and Hospice Night Support Services;
- providing wellbeing sessions for people living with a terminal diagnosis to provide emotional support, enrichment activities, peer support and end of life care planning;
- co-ordinating care and case management in collaboration with the wider healthcare community, supporting self referral and overcoming barriers people experience in gaining support at a challenging time;
- caring for Carers by providing emotional support, advice and guidance for people who are relatives or friends of a patient through a holistic approach;
- providing emotional, psychological support and counselling for those who are dying, those who are bereaved and those affected by a death resulting from terminal or life limiting illness;
- offering information and support access points through our community shops;
- providing a comprehensive range of supporter care and engagement services which support the growth of voluntary income needed to enable the provision of services; and
- offering our compassionate local community the opportunity to gain volunteer experience while also supporting challenges including isolation, poor mental health and entry or re-entry into the employment market.

**Criteria for Measuring Success**

The Trustees' criteria for measuring success are as follows:

- that we are able to deliver services our patients need;
- that we are able to develop our services to reach more people who could benefit from them; and
- that we are able to control our costs and achieve a level of income that enables us to ensure sustainability for the future.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2025**

**Objectives and activities (continued)**

Our 2020-2025 Strategic Objectives are:

- be a recognised centre of excellence for patients requiring community palliative care;
- if you share our values, we are your first choice to work or volunteer. You will belong and thrive;
- deliver visible and inclusive access to end of life services across all communities in Nottinghamshire; and
- have in place a robust and sustainable business model which supports our strategy for delivery of end of life services throughout Nottinghamshire.

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission.

**b. Main activities undertaken to further the Company's purposes for the public benefit**

At each Trustee Board Meeting, Trustees, in consultation with the Senior Leadership Team, develop and review our objectives and activities. Careful consideration is given to our governing document and the Charity Commission's guidance on the public benefit requirements under the Charities Act 2011.

As described above we provide public benefit through the operation of a portfolio of services which do not discriminate against any element of our communities; respecting how these may be described by their constituent members, and specifically providing support for those who are in need of palliative and end of life care.

The Board of Trustees further the charity's purpose by having in place a range of strategies that enable us to achieve our aims and objectives. These relate to:

- clinical services including standard operating policies and procedures;
- financials including the treatment of reserves and investments;
- retail;
- fundraising and wider income generation;
- people services; and
- marketing and communications.

**Achievements and performance**

**a. Review of activities**

This year we have consolidated our work in developing a robust leadership team and staffing model, improving our governance and delivering excellent care. There have been no changes within either the Board or Senior Leadership Team, which has provided the stability required to navigate through the challenges.

**Volunteers**

We continue to operate with an army of volunteers who support us in a range of activities including gardening, retail, administration, maintenance, emotional support and facilitating activities with patients. Our volunteers are an essential resource in enabling us to provide outstanding care.

**Retail**

We are in year 3 of our 5 year retail strategy which has seen us successfully delivering numerous operational improvements to maximize efficiency and profitability. The increases in national minimum wage placed a cost pressure on our retail offer, but the successes in operations have helped us to overcome this challenge. Further improvements in our digital capability have enhanced our ability to drive income and streamline processes.

Implementation of the strategy has delivered to plan and we are optimistic that our ambitions to move to the next phase and start to grow the number of shops will continue for the benefit of patients.

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2025**

**Achievements and performance (continued)**

**Fundraising**

Nottinghamshire Hospice is partnered with Your Hospice Lottery (YHL) who operate a weekly draw which Nottinghamshire Hospice receive income from. Your Hospice Lottery is promoted by St. Helena Hospice, a company limited by guarantee, and registered in England and Wales (company registration number 01511841), and a registered charity (charity number 280919). The lottery is licenced and regulated by the Gambling Commission (account number 4685). With prior approval of scripts, telesales campaigns are conducted by YHL. Notification of these activities are shared with the Head of Fundraising in advance.

Nottinghamshire Hospice is registered with, and regulated by, the Fundraising Regulator, and follows the Code of Fundraising Practice and Fundraising Promise.

The fundraising challenges which face the wider Hospice sector have been felt at Nottinghamshire Hospice too. We launched the Fundraising strategy in summer of 2023, with the aim of inspiring people to act over a longer period, grow new supporters and maximise new and existing opportunities. Early signs are that the strategy is delivering these benefits and the new fundraising team are growing in confidence and experience.

We have raised funds in a myriad of ways from supporters climbing Machu Picchu, doing sky dives and running marathons to our annual Light Up a Life event and wrapping Christmas presents in the local shopping centre. We have been grateful to be the Charity of the Year for a number of organisations, and benefitted from a plethora of community groups who have raised funds for us.

We express our thanks to all donors and supporters for their ongoing confidence, kindness and commitment.

**Contracting**

The Hospice continues to be the leading provider of community based end of life and palliative care across our city and county. Our contract in the Mid Notts and the South area continues for another 4 years and the City contract has been extended for a further 2 years. It will be essential for the Hospice to grow current levels of funding as a minimum if services are to be sustained into the future.

We record our thanks to our commissioners and partners for their shared vision and commitment to our belief that everyone in our city and county has the right to a good death.

**PR and Media**

We have been able to share emotive, impactful and relevant stories about our patients and services both locally and nationally this year through numerous channels such as local radio and national television. Our social media presence has also been enhanced through increasing engaging posts on multiple channels.

**b. Key performance indicators**

Total income for the year is £3,728,670 compared to £3,793,601 in 2023/24. The variance relates to decreases in all the Hospice income streams.

Total expenditure for the year is £3,990,260 compared to £4,200,443 2023/24. The variance in expenditure relates to a decrease in the expense relating to charitable activities.

Total funds at the year-end were £2,643,235 (2024: £2,909,813). Unrestricted funds at the year-end were £1,961,156 (2024: £2,281,836) while restricted funds were £682,079 (2024: £627,977). Included within the unrestricted funds are designated funds totaling £607,932 (2024: £832,339). Our designated funds are separate from our core care work income, they provide ring-fenced funding that we use to invest in and support new care initiatives that deliver lasting benefits for our patients, their families and carers.

Of the unrestricted funds, £133,790 relates to tangible fixed assets. These can only be realised once disposed of. Of the restricted funds, £663,079 relates to tangible fixed assets and can only be realised once disposed of.

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2025**

**Achievements and performance (continued)**

**c. Investment policy and performance**

Each year the Trustees review the principles underpinning liquidity, investment and reserves to ensure that the levels set remain valid and relevant to the needs of the Hospice.

An annual review is completed in support of the Financial Strategy. It identifies what the liabilities are that the Hospice will face in relation to its general running costs.

The review sets the figure that the Hospice should retain in liquid funds (cash and investments) sufficient to meet:

- on-going commitments;
- 20% of the hospice running costs; and
- contingent liabilities.

In addition, it identifies the need for investment for growth to retain and increase the value of the Hospice's capital funds. The Board of Trustees will determine and agree the appropriate level of investment in development in line with the Strategic Development Plan, the review, and the Financial Strategy.

The Hospice generates income to provide services in line with its charitable purposes. Money is only held in reserve where it is to cover known liabilities, projected developments and to reasonably underpin long term security for the organisation and the users of its services.

The Hospice shall hold money available to assist the day-to-day cash-flow situation and to provide a level of cover in extreme and immediate circumstances. The level of that sum, proportionate to the level of funds held in other forms, will be determined by the Trustees.

The investments are managed by Brewin Dolphin and Rathbones on behalf of the Hospice, and they report to the Trustees biannually with any recommendations for improvement.

Total investment portfolio at year end stands at £1,014,749. Investments are held in managed portfolios with the objective of generating income and growth in value. Investments are made with a risk approach of "cautious with risk".

**d. Delivering excellent care**

In February 2025 we were inspected by the Care Quality Commission over 2 days. The summary of our ratings are:

Safe - Good  
Effective - Good  
Caring - Outstanding  
Responsive - Good  
Well-led - Good

Comments from the CQC included:

"Throughout our assessment we observed that patients and families were at the heart of everything staff did. Staff responded compassionately when patients or their relatives and loved ones needed help. Support was always given by caring staff, to meet the needs of the patients and their families and feedback from people who used the service was continually positive about the way staff treated them. Staff identified patients who needed extra support and discussed changes to patients' care and treatment with them, their families and their care givers. The service provided support to families and care givers to maintain their own health and wellbeing. We spoke with patients and relatives in the hospice and observed their care and treatment. There was a strong, patient-centred culture from all staff.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2025**

**Achievements and performance (continued)**

Patients and their loved ones were without exception very positive about the care and compassion they received from staff. They described how the supportive and empathetic approach by staff had a positive impact on their emotional wellbeing.

One of the patients told us, "The staff are all fantastic". Another patient told us, "I simply cannot fault them". A third patient told us, "The care here is second to none".

Staff were discreet and responsive when caring for patients. Staff took time to interact with patients and those close to them in a respectful and considerate way. Patients said staff treated them well and with kindness"

In April 2023 we started using the internationally recognised "I Want Great Care" service to gather user feedback. During 2024-25 a total of 165 responses were received through I Want Great Care, completed either online or by paper feedback forms. In addition, 29 compliments from patients and their families were received by letter or email. A selection of our feedback is below.

"To all at Nottinghamshire Hospice, Words just cannot express how grateful our family is for your kind and compassionate care to mum, myself and my sister during our time of need."

"To all the angels who spent time supporting us and mum in her home, a huge thank you and heart felt gratitude for the exceptional way, you listened and just stood by when we needed someone there."

"Thank you for the support and wonderful care you took of our daughter in order to make her journey peaceful pain free and above all calm."

"I would like to thank you all for your support during my dad's decline with cancer. You were brilliant supporting both my dad and me."

"To each and everyone of you at Nottinghamshire Hospice, whether we spoke on the phone, had out of hours call outs or overnight stays. We just can't thank you enough, you are all worth your weight in gold. Our beautiful Mum/ Wife/ Mommar and Great Mommar is now at rest."

**Support services**

We have been particularly proud of our Bereavement Support Service again this year. The service provides emotional and spiritual support as well as advice and information, for patients, friends and family that are affected by palliative diagnosis or bereavement. It is the largest service of its type in Nottinghamshire. Support was offered through one to one counselling, emotional support and through group activities. We also expanded our outreach services to help people access support more easily. Demand for the service rose again on the previous year, with excellent client feedback. In 2024/ 25 we increased the number of hours of support we delivered by 6% to 2163 hours. Demand for the services are high and we have reduced our waiting list which by reviewing our session numbers, recruiting more support and increasing opportunities for clients to attend groups.

Client satisfaction with the service remains high, with 100% reporting they are satisfied or extremely satisfied with the service. A selection of client feedback is below:

"This service offered by Nottinghamshire Hospice is invaluable. Everyone's story will be different and will take away different ideas, thoughts and support mechanisms."

"Nottinghamshire Hospice also offers life after individual counselling sessions, with bereavement and wellbeing groups held at various times and locations which I have attended. For people to meet up, have a coffee, chat if they want to about their own experiences, and to offer emotional support and friendship to each other."

"Over the past few weeks I have been having a weekly session following the death of my Mother last year. We are due to have our final meeting next week and I have found my counsellor to be an excellent listener. She is patient, understanding and reassuring. All of these qualities have made her easy to open up to and the sessions very helpful."

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2025**

**Achievements and performance (continued)**

"It is almost the only place I feel I can speak honestly with others about my continuing bond with my husband. The people in the group are so supportive - I don't know how I would have managed without them. It has made such a big difference! And seeing others grieve their losses, holding their love alive, yet slowly moving forward in their new reality, is just so inspiring. It gives me hope at a deep level - it is such a compassionate community."

**Financial review**

**a. Going concern**

After making appropriate enquiries, the Trustees have a reasonable expectation that the Company has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

**b. Overview of financial operations**

The Trustees monitor the financial performance of the charity on a regular basis. This includes a review of cash generation and reserve levels aided by annual forecasts which include detailed profit and loss, balance sheet and cash flow forecasts. Monthly management accounts, which are narrated by the Treasurer and the Director of Finance and Resources at each Strategy and Corporate Governance subgroup as well as all Board meetings, are prepared and applied to the forecasts giving a rolling position for the charity. In addition, income and expenditure is reviewed throughout the year to ensure that on-going forecasts remain valid.

The Trustees therefore constantly monitor the going concern position of the charity and are satisfied that the 'going concern' principle applies.

They ensure that all financial resources are focused on increasing and sustaining care services, as well as ensuring a robust infrastructure is in place to support front line staff in caring for patients. Donations, income from shops and other charitable sources go directly towards patient care, ensuring everybody across Nottinghamshire will receive compassionate, community care when they most need it.

In order to focus our support on delivering patient care, we have been working in partnership with another local Charity, Portland College. We have recently agreed the sale and partial lease back of the Hospice building, Fernleigh House. This will increase the amount available in our reserves and reduce our operating expenditure to provide a more sustainable financial position.

**c. Principal risks and uncertainties**

The Trustees have a Risk Management Strategy which comprises:

- an annual review of all the risks the charity may face;
- the establishment of systems and procedures to mitigate those risks;
- a bi-monthly review of major risks and mitigating actions; and
- the implementation of procedures designed to minimise any potential impact on the charity should any of the risks materialise.

A risk register has been prepared and a risk score attached to each of the risks identified, representing a combination of potential impact on the charity and likelihood of the risk materialising. All risks with a weighted score of 15 or more are deemed major risks and are monitored accordingly.

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2025**

The key risks identified and our plans to address them are as follows:

- income generation may not meet the required target and there is a significant shortfall in the levels required to support service delivery. An income generations strategy is in place to increase income from multiple sources.
- risks to staff safety during the delivery of community services during unsocial hours. Staff receive induction and training on personal safety, and a procedure is in place to monitor staff safety.
- GDPR (General Data Protection Regulation) breach. We are now accredited with Cyber Essentials, and IASME. We have a Policy in place, staff are trained, regular audits take place and the organisation has completed the NHS Data Security Toolkit.

**Structure, governance and management**

**a. Constitution**

Nottinghamshire Hospice is a company limited by guarantee governed by its Memorandum and Articles of Association incorporated on 25 July 1980. It was amended for current governance arrangements on 20 July 2004 and further updated and adopted on 18 March 2008 and again on 4 February 2014. It is a registered charity with the Charity Commission and a company limited by guarantee registered with Companies House.

**b. Methods of appointment or election of trustees**

As set out in the Articles of Association, the charity is governed by a Board of Trustees (Council), consisting of between five and fifteen members. The Chair of the Board of Trustees is nominated by the elected Trustees of the Board of Trustees. Trustees have the power to co-opt other members as they feel appropriate. Co-opted members serve for a time limited period.

All of our Trustees at Nottinghamshire Hospice give freely of their time and their skills and knowledge are invaluable to us. I would like to send a personal thank you to each and every one of them for their commitment and support.

The Board of Trustees meet at least 4 times per year and in addition to full Board meetings they are also involved in relevant subgroups. These subgroups are the Quality and Safety subgroup and the Strategy and Corporate Governance subgroup. Both groups are chaired by Trustees and supported by the Senior Leadership Team, and work within terms of reference agreed by the Board of Trustees. The Trustees lead the strategic direction of the charity and act as an oversight board to the remunerated Senior Leadership Team who manage the operational aspects of the charity on a day-to-day basis.

None of the Trustees receives remuneration or other benefits from their work with the charity. Any personal interest a trustee or senior manager has within the charity must be disclosed to the full Board and an annual declaration of interests made.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2025**

**Structure, governance and management (continued)**

**c. Policies adopted for the induction and training of trustees**

On appointment and after reference checking and DBS certification, new trustees are provided with an induction. They are invited in to the hospice for an induction day where they will meet key members of the management team, understand the work of each team and be shown round the building. They receive a pack of information that includes all key policies; the structure of the Board and the subcommittees; our Memorandum and Articles of association and details of where to find all policies from the website.

Each new trustee is buddied up with an existing trustee so that they have a Board member to ask for help and to clarify anything they are unsure of and with whom they may wish to discuss agenda items for upcoming meetings.

The Chair of the Board checks in with new trustees after the first few months to see how they are finding things and if there is any help or support they need to fulfil their role as trustee.

Routine training of trustees is undertaken online, using the BlueStream Academy portal. Training required is determined by the senior management team and notified to each individual via email. Records of completion are reviewed by HR and the Chair receives a monthly report highlighting completion rates and any outstanding modules. Chair follows up with individual trustees to ensure training is completed as required. Any additional training needs are identified in discussion between Chair and Trustee and external courses sourced when required e.g. The role of the Trustee.

**d. Pay policy for key management personnel**

General rates of pay award are agreed by the Board at the annual budget discussion meeting and this applies to members of SLT and LT but excludes the CEO. The level of award is recommended by the CEO and benchmarked against NHS and other similar organisations.

The pay of the CEO is agreed by the Board at appointment and annual awards are discussed and agreed by the Remuneration Committee, a subset of the Board and which includes the Chair, the Treasurer and at least one other Trustee.

**Plans for future periods**

During 2025-26 we will be focusing on embedding our Care, Income Generation, Marketing and Communications and People Services strategy and developing further plans to ensure we are meeting the end of life requirements of the community. This will include understanding the needs of patients in terms of type and location of service offer; aligning with the NHS plan, understanding what fundraising will need to look like in the coming years; and renegotiating our NHS contracts as the changes across the commissioning landscape emerge. There is much to look forward to. We have a proactive team with ambitions to drive a high quality, sustainable services to support our communities.

Thank you all for your support of Nottinghamshire Hospice.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(A company limited by guarantee)**

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2025**

**Statement of trustees' responsibilities**

The Trustees (who are also the directors of the Company for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial . Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Company will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Company's transactions and disclose with reasonable accuracy at any time the financial position of the Company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the provisions applicable to entities subject to the small companies exemption regime in the Companies Act 2006.

**Disclosure of information to auditors**

Each of the persons who are Trustees at the time when this Trustees' report is approved has confirmed that:

- so far as that trustee is aware, there is no relevant audit information of which the charity's auditors are unaware, and
- that trustee has taken all the steps that ought to have been taken as a trustee in order to be aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

**Auditors**

The auditors, PKF Smith Cooper Audit Limited, have indicated their willingness to continue in office. The designated Trustees will propose a motion reappointing the auditors at a meeting of the Trustees.

Approved by order of the members of the board of Trustees and signed on their behalf by:



**Mrs J Brunner**  
Chair of Trustees

Date: 25.11.25

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(A company limited by guarantee)**

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF NOTTINGHAMSHIRE HOSPICE LIMITED**

**Opinion**

We have audited the financial statements of Nottinghamshire Hospice Limited (the 'charitable company') for the year ended 31 March 2025 which comprise the Statement of financial activities, the Balance sheet, the Statement of cash flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2025 and of its incoming resources and application of resources, including its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

**Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

**Conclusions relating to going concern**

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

## **NOTTINGHAMSHIRE HOSPICE LIMITED**

**(A company limited by guarantee)**

### **INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF NOTTINGHAMSHIRE HOSPICE LIMITED (CONTINUED)**

#### **Other information**

The other information comprises the information included in the Annual report other than the financial statements and our Auditors' report thereon. The trustees are responsible for the other information contained within the Annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

#### **Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters where the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the Trustees' report is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

#### **Responsibilities of trustees**

As explained more fully in the Trustees' responsibilities statement, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

## NOTTINGHAMSHIRE HOSPICE LIMITED

(A company limited by guarantee)

### INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF NOTTINGHAMSHIRE HOSPICE LIMITED (CONTINUED)

#### Auditors' responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an Auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below.

Based on our understanding of the charitable company and industry, we identify the key laws and regulations affecting the charitable company. We identified that the principal risk of fraud or non-compliance with laws and regulations related to:

- Management bias in respect of accounting estimates and judgements made;
- Management override of control;
- Posting of unusual journals or transactions.

We focussed on those areas that could give rise to a material misstatement in the charitable company's financial statements. Our procedures included, but were not limited to:

- Enquiry of management and those charged with governance around actual and potential litigation and claims, including instances of non-compliance with laws and regulations and fraud;
- Reviewing minutes of meetings of those charged with governance where available;
- Reviewing legal expenditure in the year to identify instances of non-compliance with laws and regulations and fraud;
- Reviewing financial statement disclosures and testing to supporting documentation to assess compliance with applicable laws and regulations;
- Performing audit work over the risk of management override of controls, including testing of journal entries and other adjustments for appropriateness, evaluating the business rationale of significant transactions outside the normal course of business and reviewing accounting estimates for bias. In particular, revenue recognition and fixed asset depreciation.

It is the primary responsibility of management, with the oversight of those charged with governance, to ensure that the entity's operations are conducted in accordance with the provisions of laws and regulations and for the prevention and detection of fraud.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our Auditors' report.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(A company limited by guarantee)**

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(CONTINUED)**

**Use of our report**

This report is made solely to the charitable company's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charitable company's trustees those matters we are required to state to them in an Auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members, as a body, for our audit work, for this report, or for the opinions we have formed.

**PKF Smith Cooper Audit Limited**  
Statutory Auditors  
2 Lace Market Square  
Nottingham  
NG1 1PB

Date:

PKF Smith Cooper Audit Limited is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

**NOTTINGHAMSHIRE HOSPICE LIMITED**

(A company limited by guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)  
FOR THE YEAR ENDED 31 MARCH 2025**

	Note	Unrestricted funds 2025 £	Restricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
<b>Income from:</b>					
Donations and legacies	4	326,193	121,376	447,569	661,575
Charitable activities	5	2,058,844	-	2,058,844	1,967,737
Raising funds	6	1,181,714	-	1,181,714	1,104,398
Investments	7	40,543	-	40,543	59,891
<b>Total income</b>		<b>3,607,294</b>	<b>121,376</b>	<b>3,728,670</b>	<b>3,793,601</b>
<b>Expenditure on:</b>					
Raising funds	8	1,085,423	-	1,085,423	1,059,784
Charitable activities	9	2,837,563	67,274	2,904,837	3,140,659
<b>Total expenditure</b>		<b>3,922,986</b>	<b>67,274</b>	<b>3,990,260</b>	<b>4,200,443</b>
<b>Net (expenditure)/income before net (losses)/gains on investments</b>		<b>(315,692)</b>	<b>54,102</b>	<b>(261,590)</b>	<b>(406,842)</b>
Net (losses) / gains on investments	15	(4,988)	-	(4,988)	82,299
<b>Net movement in funds / net expenditure</b>		<b>(320,680)</b>	<b>54,102</b>	<b>(266,578)</b>	<b>(324,543)</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward		2,281,836	627,977	2,909,813	3,234,356
Net movement in funds		(320,680)	54,102	(266,578)	(324,543)
<b>Total funds carried forward</b>		<b>1,961,156</b>	<b>682,079</b>	<b>2,643,235</b>	<b>2,909,813</b>

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

The notes on pages 20 to 36 form part of these financial statements.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(A company limited by guarantee)**  
**REGISTERED NUMBER: 01509313**

**BALANCE SHEET**  
**AS AT 31 MARCH 2025**

	Note	2025 £	2024 £
<b>Fixed assets</b>			
Tangible assets	14	796,869	841,813
Investments	15	1,014,749	1,024,515
		1,811,618	1,866,328
<b>Current assets</b>			
Stocks		7,714	6,544
Debtors	16	389,121	472,713
Cash at bank and in hand		633,883	803,339
		1,030,718	1,282,596
<b>Current liabilities</b>			
Creditors: amounts falling due within one year	17	(199,101)	(239,111)
<b>Net current assets</b>		831,617	1,043,485
<b>Total assets less current liabilities</b>		2,643,235	2,909,813
<b>Total net assets</b>		2,643,235	2,909,813
<b>Charity funds</b>			
Restricted funds	22	682,079	627,977
Unrestricted funds	22	1,961,156	2,281,836
<b>Total funds</b>		2,643,235	2,909,813

The entity was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the entity to obtain an audit for the year in question in accordance with section 476 of the Companies Act 2006.

However, an audit is required in accordance with section 144 of the Charities Act 2011.

The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(A company limited by guarantee)**  
**REGISTERED NUMBER: 01509313**

**BALANCE SHEET (CONTINUED)**  
**AS AT 31 MARCH 2025**

The financial statements were approved and authorised for issue by the trustees and signed on their behalf by:



**Mrs J Brunner**  
Chair of Trustees

Date: 25.11.25



**Mr C Peacock**  
Trustee

The notes on pages 20 to 36 form part of these financial statements.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
(A company limited by guarantee)

**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 31 MARCH 2025**

	Note	2025 £	2024 £
<b>Cash flows from operating activities</b>			
Net cash used in operating activities	24	(135,850)	(395,486)
<b>Cash flows from investing activities</b>			
Dividends, interests and rents from investments		40,543	59,891
Proceeds from the sale of property, plant and equipment		9,787	6,360
Purchase of property, plant and equipment		(83,354)	(68,570)
Proceeds from sale of investments		140,917	158,143
Purchase of investments		(141,499)	(185,234)
<b>Net cash used in investing activities</b>		<b>(33,606)</b>	<b>(29,410)</b>
<b>Cash flows from financing activities</b>			
<b>Net cash provided by financing activities</b>		<b>-</b>	<b>-</b>
<b>Change in cash and cash equivalents in the year</b>		<b>(169,456)</b>	<b>(424,896)</b>
Cash and cash equivalents at the beginning of the year		803,339	1,228,235
<b>Cash and cash equivalents at the end of the year</b>	25	<b>633,883</b>	<b>803,339</b>

The notes on pages 20 to 36 form part of these financial statements

## NOTTINGHAMSHIRE HOSPICE LIMITED

(A company limited by guarantee)

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

#### 1. General information

The charity is a company limited by guarantee and is incorporated in England and Wales.

The address of its registered office is:

Fernleigh  
384 Woodborough Road  
Nottingham  
NG3 4JF

#### 2. Accounting policies

##### 2.1 Charity status

The charity is a company limited by guarantee and has no share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

##### 2.2 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Nottinghamshire Hospice Limited meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

The financial statements are presented in Sterling, which is the functional currency of the company, and are rounded to the nearest £1.

##### 2.3 Income

All income is recognised once the Company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

The recognition of income from legacies is dependent on establishing entitlement, the probability of receipt and the ability to estimate with sufficient accuracy the amount receivable. Evidence of entitlement to a legacy exists when the Company has sufficient evidence that a gift has been left to them (through knowledge of the existence of a valid will and the death of the benefactor) and the executor is satisfied that the property in question will not be required to satisfy claims in the estate. Receipt of a legacy must be recognised when it is probable that it will be received and the fair value of the amount receivable, which will generally be the expected cash amount to be distributed to the Company, can be reliably measured.

Grants are included in the Statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(A company limited by guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2025**

**2. Accounting policies (continued)**

**2.4 Expenditure**

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

Expenditure on raising funds includes all expenditure incurred by the Company to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Company's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

**2.5 Tangible fixed assets and depreciation**

Tangible fixed assets costing £NIL or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives.

Depreciation is provided on the following bases:

Freehold interest in land & buildings	- 4% straight line
Leasehold improvements	- 33.33% straight line
Plant and machinery including motor vehicles	- 33.33 or 20% straight line
Fixtures, fittings and equipment	- 33.33 or 20% straight line

**2.6 Investments**

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value based on the mid-market value as at the Balance sheet date, unless the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as 'Gains/(Losses) on investments' in the Statement of financial activities.

**2.7 Stocks**

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(A company limited by guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2025**

**2. Accounting policies (continued)**

**2.8 Debtors**

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**2.9 Cash at bank and in hand**

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**2.10 Liabilities and provisions**

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

**2.11 Financial instruments**

The Company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

**2.12 Operating leases**

Rentals paid under operating leases are charged to the Statement of financial activities on a straight-line basis over the lease term.

**2.13 Pensions**

The Company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Company to the fund in respect of the year.

**2.14 Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the Company and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2025**

**3. Critical accounting estimates and areas of judgment**

The preparation of the financial statements requires the Trustees to make judgments, estimates and assumptions that affect the amounts reported for assets and liabilities as at the balance sheet date and the amounts reported for revenues and expenses during the year. The trustees are of the opinion that there are no key assumptions concerning the future and other key sources of estimation uncertainty at the balance sheet date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year, except for the following.

Critical accounting estimates and assumptions:

Income recognition - Income is recognised in accordance with its nature. See accounting policy note 2.3 for further details.

Fixed asset depreciation - Tangible fixed assets are depreciated over their economic useful lives taking into account residual values where appropriate. The actual lives of the assets and residual values are assessed annually and may vary depending on a number of factors.

**4. Income from donations and legacies**

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
Donations	126,434	-	126,434	125,389
Legacies	36,059	-	36,059	399,936
Other grants	163,700	121,376	285,076	136,250
<b>Total 2025</b>	<u>326,193</u>	<u>121,376</u>	<u>447,569</u>	<u>661,575</u>
<i>Total 2024</i>	<u>651,575</u>	<u>10,000</u>	<u>661,575</u>	

**5. Income from charitable activities**

	Unrestricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
Payments from government or public authorities in the normal course of trading	2,058,844	2,058,844	1,967,737
	<u>2,058,844</u>	<u>2,058,844</u>	<u>1,967,737</u>

All income from charitable activities in both the current and previous year relate to unrestricted funds.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2025**

**6. Income from raising funds**

	Unrestricted funds 2025 £	Total funds 2025 £	<i>Total funds 2024 £</i>
Shop income	986,479	986,479	956,170
Warehouse takings	15,339	15,339	24,319
Fundraising - events	122,947	122,947	66,537
Lottery membership income	56,949	56,949	57,372
	<u>1,181,714</u>	<u>1,181,714</u>	<u>1,104,398</u>

All income from raising funds in both the current and previous year relate to unrestricted funds.

**7. Investment income**

	Unrestricted funds 2025 £	Total funds 2025 £	<i>Total funds 2024 £</i>
Income from listed investments	13,409	13,409	19,758
Bank interest receivable	27,134	27,134	40,133
	<u>40,543</u>	<u>40,543</u>	<u>59,891</u>

All investment income in both the current and previous year relate to unrestricted funds.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2025**

**8. Expenditure on raising funds**

**Retail activities**

	Unrestricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
Costs of goods sold	8,791	8,791	12,431
Other direct costs	10,058	10,058	7,726
Establishment costs	198,467	198,467	206,153
Repairs and maintenance	20,762	20,762	23,139
Depreciation of tangible fixed assets	35,040	35,040	15,365
Office expenses	39,938	39,938	43,537
Bank charges	11,471	11,471	8,271
Legal and professional costs	9,531	9,531	5,248
Wages and salaries	408,345	408,345	401,184
NI	33,772	33,772	32,301
Pension costs	13,213	13,213	12,831
	789,388	789,388	768,186

**Fundraising events**

	Unrestricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
Cost of fundraising events	12,936	12,936	12,996
Other direct costs	8,801	8,801	5,499
Office expenses	7,260	7,260	9,051
Bank charges	6,931	6,931	4,967
Administration of investments	4,574	4,574	4,919
Wages and salaries	229,728	229,728	228,933
NI	19,000	19,000	18,433
Pension costs	6,805	6,805	6,800
	296,035	296,035	291,598

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2025**

**9. Analysis of expenditure on charitable activities**

**Summary by fund type**

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £	Total 2024 £
Provision of hospice services	2,837,563	67,274	2,904,837	3,140,659

**10. Analysis of expenditure by activities**

	Activities undertaken directly 2025 £	Support costs 2025 £	Total funds 2025 £	Total funds 2024 £
Provision of hospice services	2,061,082	843,755	2,904,837	3,140,659
<i>Total 2024</i>	<i>2,225,351</i>	<i>915,308</i>	<i>3,140,659</i>	

**Analysis of direct costs**

	Total funds 2025 £	Total funds 2024 £
Staff costs	1,765,744	1,928,180
Depreciation	147,368	94,783
Direct hospice services	147,970	202,388
	<u>2,061,082</u>	<u>2,225,351</u>

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2025**

**10. Analysis of expenditure by activities (continued)**

**Analysis of support costs**

	Total funds 2025 £	Total funds 2024 £
Staff costs	599,188	635,895
Depreciation	25,936	35,838
Auditors' remuneration	14,300	13,035
Marketing	14,850	20,762
Legal and professional	14,965	14,841
IT costs	85,114	77,201
Sundry expenses	28,139	43,685
Premises expenses	37,394	40,352
Recruitment and training	23,869	27,399
Loss on disposal of fixed assets	-	6,300
	<u>843,755</u>	<u>915,308</u>

**11. Auditors' remuneration**

	2025 £	2024 £
Fees payable to the Company's auditor for the audit of the Company's annual accounts	11,825	10,780
Fees payable to the Company's auditor in respect of: Non-audit services: statutory accounts preparation	<u>2,475</u>	<u>2,255</u>

**12. Staff costs**

	2025 £	2024 £
Wages and salaries	2,643,180	2,948,103
Social security	221,827	230,501
Other pension costs	210,788	85,953
	<u>3,075,795</u>	<u>3,264,557</u>

During the year ended 31 March 2025, there were redundancy costs payable totalling £35,014 (2024: £41,549). At the balance sheet date, the amount due to be paid is £13,071 and is included in other creditors (2024: £Nil).

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2025**

**12. Staff costs (continued)**

The average number of persons employed by the Company during the year was as follows:

	2025 No.	2024 No.
Management & support staff	25	25
Clinical services	72	83
Retail services	23	23
	<u>120</u>	<u>131</u>

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000 was:

	2025 No.	2024 No.
In the band £60,001 - £70,000	2	3
In the band £90,001 - £100,000	1	1

**13. Trustees' remuneration and expenses**

During the year, no trustees received any remuneration or other benefits (2024 - £NIL).

During the year ended 31 March 2025, expenses totalling £NIL were reimbursed or paid directly to trustees (2024 - £NIL).

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2025**

**14. Tangible fixed assets**

	Freehold interest in land and buildings £	Leasehold improvements £	Plant and machinery including motor vehicles £	Fixtures, fittings and equipment £	Total £
<b>Cost</b>					
At 1 April 2024	2,096,761	32,155	54,572	393,969	2,577,457
Additions	-	36,343	-	47,011	83,354
Disposals	-	-	-	(93,192)	(93,192)
At 31 March 2025	<u>2,096,761</u>	<u>68,498</u>	<u>54,572</u>	<u>347,788</u>	<u>2,567,619</u>
<b>Depreciation</b>					
At 1 April 2024	1,343,929	3,681	54,571	333,463	1,735,644
Charge for the year	69,010	12,737	1	46,550	128,298
On disposals	-	-	-	(93,192)	(93,192)
At 31 March 2025	<u>1,412,939</u>	<u>16,418</u>	<u>54,572</u>	<u>286,821</u>	<u>1,770,750</u>
<b>Net book value</b>					
At 31 March 2025	<u>683,822</u>	<u>52,080</u>	<u>-</u>	<u>60,967</u>	<u>796,869</u>
At 31 March 2024	<u>752,832</u>	<u>28,474</u>	<u>1</u>	<u>60,506</u>	<u>841,813</u>

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2025**

**15. Fixed asset investments**

	Listed investments £	Cash deposits £	Total £
<b>Cost or valuation</b>			
At 1 April 2024	993,487	31,028	1,024,515
Additions	65,909	75,590	141,499
Disposals	(44,535)	(96,383)	(140,918)
Revaluations	(10,347)	-	(10,347)
At 31 March 2025	<u>1,004,514</u>	<u>10,235</u>	<u>1,014,749</u>
<b>Net book value</b>			
At 31 March 2025	<u>1,004,514</u>	<u>10,235</u>	<u>1,014,749</u>
At 31 March 2024	<u>993,487</u>	<u>31,028</u>	<u>1,024,515</u>

**16. Debtors**

	2025 £	2024 £
<b>Due within one year</b>		
Other debtors	44,405	45,197
Prepayments and accrued income	214,369	413,122
Tax recoverable	130,347	14,394
	<u>389,121</u>	<u>472,713</u>

**17. Creditors: Amounts falling due within one year**

	2025 £	2024 £
Trade creditors	40,709	74,060
Taxation and social security	47,095	65,597
Other creditors	33,170	23,479
Accruals and deferred income	78,127	75,975
	<u>199,101</u>	<u>239,111</u>

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2025**

**18. Pension commitments**

The Company operates a defined contribution pension scheme. The pension costs charge for the period represents contributions payable by the charity to the scheme and amounted to £80,181 (2024 - £85,953).

Contributions totalling £20,099 (2024 - £23,391) were payable to the scheme at the end of the period and are included in creditors.

**19. Operating lease commitments**

At 31 March 2025 the Company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2025 £	2024 £
Not later than 1 year	47,450	53,356
Later than 1 year and not later than 5 years	85,488	44,938
	132,938	98,294

**20. Financial instruments**

	2025 £	2024 £
<b>Financial assets</b>		
Financial assets measured at amortised cost	678,288	848,536
	2025 £	2024 £
<b>Financial liabilities</b>		
Financial liabilities measured at amortised cost	(120,974)	(163,136)

Financial assets measured at amortised cost through income and expenditure comprise cash at bank and other debtors.

Financial liabilities measured at amortised cost through income and expenditure comprise trade creditors, taxation and social security and other creditors.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(A company limited by guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2025**

**21. Related party transactions**

**Controlling party**

The Company is controlled by the trustees who are all directors of the Company.

The Company has not entered into any related party transactions during the year, nor are there any outstanding balances owing between related parties and the Company at 31 March 2025.

**Key management personnel**

Total employee benefits paid to key management personnel was £389,306 (2024 - £378,343).

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2025**

**22. Statement of funds**

**Statement of funds - current year**

	Balance at 1 April 2024 £	Income £	Expenditure £	Gains/ (Losses) £	Balance at 31 March 2025 £
<b>Unrestricted funds</b>					
<b>Designated funds</b>					
Fixed assets	213,836	-	(80,046)	-	133,790
Designated Funds	618,503	-	(144,361)	-	474,142
	<u>832,339</u>	<u>-</u>	<u>(224,407)</u>	<u>-</u>	<u>607,932</u>
<b>General funds</b>					
General Funds - all funds	1,449,497	3,607,294	(3,698,579)	(4,988)	1,353,224
	<u>2,281,836</u>	<u>3,607,294</u>	<u>(3,922,986)</u>	<u>(4,988)</u>	<u>1,961,156</u>
<b>Restricted funds</b>					
Bathroom refurbishments	21,339	-	(1,855)	-	19,484
Department of Health	445,070	-	(36,930)	-	408,140
Dignity in care	88,748	-	(10,146)	-	78,602
Horizons of Hope - Phase III	61,884	-	(4,113)	-	57,771
Bereavement Support	-	19,000	-	-	19,000
Hospice extension	738	-	(133)	-	605
Kitchen	839	-	(314)	-	525
The Lady Evelyn and Sir Joseph Pope Fund	972	-	(81)	-	891
Reception area refurbishment	8,387	-	(407)	-	7,980
Hospice night support (previously PORT)	-	15,000	-	-	15,000
Mobile digitalisation	-	15,000	-	-	15,000
Hospice UK	-	72,376	(13,295)	-	59,081
	<u>627,977</u>	<u>121,376</u>	<u>(67,274)</u>	<u>-</u>	<u>682,079</u>
<b>Total of funds</b>	<u><u>2,909,813</u></u>	<u><u>3,728,670</u></u>	<u><u>(3,990,260)</u></u>	<u><u>(4,988)</u></u>	<u><u>2,643,235</u></u>

Our designated funds are separate from our core care work income, they provide ring-fenced funding that we use to invest in and support new care initiatives that deliver lasting benefits for our patients, their families and carers.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2025**

**22. Statement of funds (continued)**

**Statement of funds - prior year**

	At 1 April 2023 £	Income £	Expenditure £	Gains/ (Losses) £	At 31 March 2024 £
<b>Unrestricted funds</b>					
<b>Designated funds</b>					
Fixed assets	214,958	66,854	(67,976)	-	213,836
Designated Funds	926,677	-	(308,174)	-	618,503
	<u>1,141,635</u>	<u>66,854</u>	<u>(376,150)</u>	<u>-</u>	<u>832,339</u>
<b>General funds</b>					
General Funds - all funds	<u>1,369,599</u>	<u>3,716,747</u>	<u>(3,719,148)</u>	<u>82,299</u>	<u>1,449,497</u>
<b>Total Unrestricted funds</b>	<u>2,511,234</u>	<u>3,783,601</u>	<u>(4,095,298)</u>	<u>82,299</u>	<u>2,281,836</u>
<b>Restricted funds</b>					
Bathroom refurbishments	23,194	-	(1,855)	-	21,339
Department of Health	482,000	-	(36,930)	-	445,070
Dignity in care	98,894	-	(10,146)	-	88,748
Horizons of Hope - Phase III	65,997	-	(4,113)	-	61,884
Bereavement Support	32,500	10,000	(42,500)	-	-
Hospice extension	871	-	(133)	-	738
Kitchen	1,153	-	(314)	-	839
The Lady Evelyn and Sir Joseph Pope Fund	1,053	-	(81)	-	972
Reception area refurbishment	8,794	-	(407)	-	8,387
Mobile digitalisation	8,666	-	(8,666)	-	-
	<u>723,122</u>	<u>10,000</u>	<u>(105,145)</u>	<u>-</u>	<u>627,977</u>
<b>Total of funds</b>	<u><u>3,234,356</u></u>	<u><u>3,793,601</u></u>	<u><u>(4,200,443)</u></u>	<u><u>82,299</u></u>	<u><u>2,909,813</u></u>

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2025**

**23. Analysis of net assets between funds**

**Analysis of net assets between funds - current year**

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total funds 2025 £
Tangible fixed assets	133,790	663,079	796,869
Fixed asset investments	1,014,749	-	1,014,749
Current assets	1,011,718	19,000	1,030,718
Creditors due within one year	(199,101)	-	(199,101)
<b>Total</b>	<u><u>1,961,156</u></u>	<u><u>682,079</u></u>	<u><u>2,643,235</u></u>

**Analysis of net assets between funds - prior year**

	<i>Unrestricted</i> <i>funds</i> 2024 £	<i>Restricted</i> <i>funds</i> 2024 £	<i>Total</i> <i>funds</i> 2024 £
Tangible fixed assets	213,836	627,977	841,813
Fixed asset investments	1,024,515	-	1,024,515
Current assets	1,282,596	-	1,282,596
Creditors due within one year	(239,111)	-	(239,111)
<b>Total</b>	<u><u>2,281,836</u></u>	<u><u>627,977</u></u>	<u><u>2,909,813</u></u>

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2025**

**24. Reconciliation of net movement in funds to net cash flow from operating activities**

	2025 £	2024 £
Net expenditure for the year (as per Statement of Financial Activities)	(266,578)	(324,543)
<b>Adjustments for:</b>		
Depreciation charges	128,298	130,621
(Gains)/losses on investments	10,348	(50,362)
Dividends, interests and rents from investments	(40,543)	(59,891)
Profit on the sale of fixed assets	(9,787)	(4,646)
(Increase)/decrease in stocks	(1,170)	1,692
Decrease/(increase) in debtors	83,592	(167,204)
(Decrease)/increase in creditors	(40,010)	78,847
<b>Net cash (used in)/provided by operating activities</b>	<b>(135,850)</b>	<b>(395,486)</b>

**25. Analysis of cash and cash equivalents**

	2025 £	2024 £
Cash in hand	633,883	803,339
<b>Total cash and cash equivalents</b>	<b>633,883</b>	<b>803,339</b>

**26. Analysis of changes in net debt**

	At 1 April 2024 £	Cash flows £	At 31 March 2025 £
Cash at bank and in hand	803,339	(169,456)	633,883
	<b>803,339</b>	<b>(169,456)</b>	<b>633,883</b>

**27. Post balance sheet events**

On 22 September 2025, the Charity completed the sale of its freehold interest in land and buildings for an agreed price of £750,000.

As the sale was completed post year-end, this is a non-adjusting event.

**THE NOTTINGHAMSHIRE HOSPICE LIMITED**

England & Wales - Charity number 509759

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# Accounts

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Registered number: 01509313  
Charity number: 509759

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
(A company limited by guarantee)

**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2024**



**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(A company limited by guarantee)**

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**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(A company limited by guarantee)**

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS  
FOR THE YEAR ENDED 31 MARCH 2024**

<b>Trustees</b>	Mr P Taylor Mrs A Rowe Mr C Peacock Dr V R Doel Mrs J Brunner Mr P Booth Mr R Rolls Mr P Caulfield (appointed 20 June 2023) Ms H Edwards (appointed 20 June 2023) Mrs J Proctor (appointed 28 November 2023) Mrs M Hawley (appointed 28 November 2023) Ms B Whittaker (resigned 30 November 2023) Mr B Brady (resigned 15 January 2024)
<b>Company registered number</b>	01509313
<b>Charity registered number</b>	509759
<b>Registered office</b>	Fernleigh 384 Woodborough Road Nottingham NG3 4JF
<b>Company secretary</b>	Mrs M B Holmes
<b>Independent auditors</b>	PKF Smith Cooper Audit Limited Statutory Auditors 2 Lace Market Square Nottingham NG1 1PB
<b>Bankers</b>	Barclays Bank Plc PO Box 18 High Street Nottingham NG1 6FF
<b>Solicitors</b>	Freeths LLP Cumberland Court 80 Mount Street Nottingham NG1 6HH

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(A company limited by guarantee)**

**TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2024**

The Trustees present their Annual report together with the audited financial statements of the Company for the year year 1 April 2023 to 31 March 2024. The Annual report serves the purposes of both a Trustees' report and a Directors' report under company law. The Trustees confirm that the Annual report and financial statements of the charitable Company comply with the current statutory requirements, the requirements of the charitable Company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the Company qualifies as small under section 382 of the Companies Act 2006, the Strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

### **Introduction**

2023-24 has been a financially challenging year across the Hospice sector and this includes at Nottinghamshire Hospice. We ended the year with a planned deficit. This deficit has been partly due to our decisions to invest in services, digital improvements and our workforce to secure our future. These investments have supported significant strategic progress to ensure we continue to serve the people of Nottingham and Nottinghamshire who need us now and in future years.

During the year the leadership team at the Hospice has remained stable which is hugely positive against a backdrop of change and economic volatility. In order to support the Leaderships teams further we have invested in a leadership programme, and built strong relationships with the local Universities who have delivered a number of projects with us. There have been many highlights this year including codesign of our new values, expanding our Bereavement services into community locations, the redesign of our Wellbeing service to better meet patient needs and multiple local and national media stories describing the value of our services.

We have been successful in gaining funding to continue our Hospice Night Support service which has increased by 72% in one year. This highlights the need for these services out of hours, which not only enable more people to die where they wish, but also relieve some of the pressure on our NHS colleagues, reducing admissions and ambulance calls. We have also continued to work on our Quality programme to ensure we remain vigilant in identifying opportunities for service improvements.

During the year we said farewell to our Trustee Becky Whittaker whom we thank for their service as a member of the Board. We have been delighted to welcome Hani Edwards, Paul Caulfield, Jane Proctor and Maria Hawley to the Board, and look forward to their ongoing support and contribution.

I would like to thank our NHS Commissioners and Charity and Community Partners who we have worked with throughout the year to continue to build our support, influence and presence locally. Lastly, I would like to personally thank our hospice teams, our army of wonderful volunteers who give of their time and all our generous supporters, for all they do to support Nottinghamshire Hospice and our mission to add life to days.

### **Objectives and activities**

#### **a. Policies and objectives**

##### **Our Vision**

Everyone in Nottinghamshire should have a good death. For them and their loved-ones, our end-of-life care and support will be a beacon of hope and excellence in fulfilling this right.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(A company limited by guarantee)**

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2024**

**Objectives and activities (continued)**

**Our Mission**

To provide Hospice Care in all our communities, led and informed by their needs, striving to add life to every day by:

- providing therapy-based support to enable people to live well and understand the changes they will experience in their lives, and the impact on the people important to them;
- Hospice in your Home available in every community;
- promoting independence and recovery through appropriate bereavement care; and
- working with partners and our communities to increase understanding of palliative and end of life care.

**Our Values**

- **Compassion:** being inclusive, kind, having empathy, empowering others, having integrity and being patient.
- **Trust:** being authentic, unified, loyal, accountable, trustworthy, responsible, reliable and professional.
- **Ambition:** being courageous, getting the right outcomes and results, improving our services and being the best version of ourselves for the benefit of each other and our service users.

**Our Objectives**

Our charitable purpose is to promote care and treatment of the chronically ill; especially those in the palliative stage of their illness as well as support and care for families or carers of the bereaved. Specifically, we aim to do this for people residing within a 25 mile radius of the Hospice building at 384 Woodborough Road, Nottingham NG3 4JF.

We demonstrate this by providing high quality care, 7 days a week and 365 days of the year through a portfolio of services:

- co-ordinating care and case management in collaboration with the wider healthcare community, supporting self-referral and overcoming barriers people experience in gaining support at a challenging time;
- providing people with care and support at a purpose designed Wellbeing and Therapy Centre offering bespoke experiences and wellbeing sessions;
- providing palliative care in patients' homes, supporting them, their loved ones and carers to experience a good death led by their needs and wishes via our Hospice in your Home and Hospice Night Support;
- caring for Carers by providing emotional support, advice and guidance for people who are relatives or friends of a patient through a holistic approach;
- providing emotional, psychological support and counselling for those who are dying, those who are bereaved and those affected by a death resulting from terminal or life limiting illness;
- offering information and support access points through our community shops;
- providing a comprehensive range of supporter care and engagement services which support the growth of voluntary income needed to enable the provision of services; and
- offering our compassionate local community the opportunity to gain volunteer experience while also supporting challenges including isolation, poor mental health and entry or re-entry into the employment market.

**Criteria for Measuring Success**

The Trustees' criteria for measuring success are as follows:

- that we are able to deliver services our patients need;
- that we are able to develop our services to reach more people who could benefit from them; and
- that we are able to control our costs and achieve a level of income that enables us to ensure sustainability for the future.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
(A company limited by guarantee)

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2024**

**Objectives and activities (continued)**

Our 2020-2025 Strategic Objectives are:

- be a recognised centre of excellence for patients requiring community palliative care;
- be the charity of choice for people who share our values;
- deliver visible and inclusive access to end of life services across all communities in Nottinghamshire; and
- have in place a robust and sustainable business model which supports our strategy for delivery of end of life services throughout Nottinghamshire.

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission.

**b. Main activities undertaken to further the Company's purposes for the public benefit**

At each Trustee Board Meeting, Trustees, in consultation with the Senior Leadership Team, develop and review our objectives and activities. Careful consideration is given to our governing document and the Charity Commission's guidance on the public benefit requirements under the Charities Act 2011.

As described above we provide public benefit through the operation of a portfolio of services which do not discriminate against any element of our communities; respecting how these may be described by their constituent members, and specifically providing support for those who are in need of palliative and end of life care.

The Board of Trustees further the charity's purpose by having in place a range of strategies that enable us to achieve our aims and objectives. These relate to:

- clinical services including standard operating procedures;
- financials including the treatment of reserves and investments;
- retail;
- fundraising and wider income generation;
- people services; and
- marketing and communications.

**Achievements and performance**

**a. Review of activities**

This year we have consolidated our work in developing a robust leadership team and staffing model, improving our governance and delivering excellent care.

**Volunteers**

We continue to operate with an army of volunteers who support us in a range of activities including gardening, retail, administration, maintenance, emotional support and facilitating activities with patients. Our volunteers are an essential resource in enabling us to provide outstanding care.

**Retail**

We are in year 2 of our retail strategy which has seen us delivering numerous operational improvements to maximize efficiency and profitability. The increases in national minimum wage placed a cost pressure on our retail offer, but the successes in operations have helped us to overcome this challenge. Further improvements in our digital capability will enhance our ability to drive income.

Implementation of the strategy has delivered to plan and we are optimistic that our ambitions will continue to be realised for the benefit of patients.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
(A company limited by guarantee)

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2024**

**Achievements and performance (continued)**

**Fundraising**

Nottinghamshire Hospice is partnered with Your Hospice Lottery (YHL) who operate a weekly draw which Nottinghamshire Hospice receive income from. Your Hospice Lottery is promoted by St. Helena Hospice, a company limited by guarantee, and registered in England and Wales (company registration number 01511841), and a registered charity (charity number 280919). The lottery is licenced and regulated by the Gambling Commission (account number 4685). With prior approval of scripts, telesales campaigns are conducted by YHL. Notification of these activities are shared with the Head of Fundraising in advance.

Nottinghamshire Hospice is registered with, and regulated by, the Fundraising Regulator, and follows the Code of Fundraising Practice and Fundraising Promise.

The fundraising challenges which face the wider Hospice sector have been felt at Nottinghamshire Hospice too. We launched the Fundraising strategy in summer of 2023, with the aim of inspiring people to act over a longer period, grow new supporters and maximise new and existing opportunities. Early signs are that the strategy is delivering these benefits and the new fundraising team are growing in confidence and experience.

"Your Hospice Lottery" continues to run our lottery fundraising and we have a regular number of players which creates consistent income.

We express our thanks to all donors and supporters for their ongoing confidence, kindness and commitment.

**Contracting**

The Hospice continues to be the leading provider of community-based end of life and palliative care across our city and county. We are delighted to report the award of a new 5 year contract for our Hospice Night Support Service. This is an essential service which helps support people through the night and avoids unnecessary hospital admissions, reducing pressure on our NHS partners. Our contract in the Mid Notts and the South area has been extended for 5 years, and the City contract for one year, with a view to redefine and realign all contracts as the local ICS commissioning landscape consolidates. It will be essential for the Hospice to maintain the current levels of funding as a minimum if services are to be sustained into the future.

We record our thanks to our commissioners and partners for their shared vision and commitment to our belief that everyone in our city and county has the right to a good death.

**PR and Media**

We have been able to share emotive, impactful and relevant stories about our patients and services both locally and nationally this year through numerous channels such as local radio and national television. Our social media presence has also been enhanced through increasing engaging posts on multiple channels.

**b. Key performance indicators**

Total income for the year is £3,793,601 compared to £3,307,613 in 2022/23. The variance relates to increases in all the Hospice income streams.

Total expenditure for the year is £4,200,443 compared to £3,797,604 2022/23. The variance in expenditure relates to an increase in the expense relating to charitable activities.

Total funds at the year-end were £2,909,813 (2023: £3,234,356). Unrestricted funds at the year-end were £2,281,836 (2023: £2,511,234) while restricted funds were £627,977 (2023: £723,122). Included within the unrestricted funds are designated funds totaling £832,339 (2023: £1,141,635). The total of this fund relates to the amount of unrestricted funds that has been invested in the functional fixed assets of the charity and income provided to support the NHS in its' Covid response.

Of the unrestricted funds, £213,836 relates to tangible fixed assets. These can only be realised once disposed of. Of the restricted funds, £627,977 relates to tangible fixed assets and can only be realised once disposed of.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(A company limited by guarantee)**

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2024**

**Achievements and performance (continued)**

**c. Investment policy and performance**

Each year the Trustees review the principles underpinning liquidity, investment and reserves to ensure that the levels set remain valid and relevant to the needs of the Hospice.

An annual review is completed in support of the Financial Strategy. It identifies what the liabilities are that the Hospice will face in relation to its general running costs.

The review sets the figure that the Hospice should retain in liquid funds (cash and investments) sufficient to meet:

- on-going commitments;
- 20% of the hospice running costs; and
- contingent liabilities.

In addition, it identifies the need for investment for growth to retain and increase the value of the Hospice's capital funds. The Board of Trustees will determine and agree the appropriate level of investment in development in line with the Strategic Development Plan, the review, and the Financial Strategy.

The Hospice generates income to provide services in line with its charitable purposes. Money is only held in reserve where it is to cover known liabilities, projected developments and to reasonably underpin long term security for the organisation and the users of its services.

The Hospice shall hold money available to assist the day-to-day cash-flow situation and to provide a level of cover in extreme and immediate circumstances. The level of that sum, proportionate to the level of funds held in other forms, will be determined by the Trustees.

The investments are managed by Brewin Dolphin and Rathbones on behalf of the Hospice, and they report to the Trustees biannually with any recommendations for improvement.

Total investment portfolio at year end stands at £1,024,515. Investments are held in managed portfolios with the objective of generating income and growth in value. Investments are made with a risk approach of "cautious with risk".

**d. Delivering excellent care**

Across the year we delivered:

- |                             |               |
|-----------------------------|---------------|
| • Hospice at Home           | 25,956 hours  |
| • Hospice Out Reach Service | 3679 contacts |
| • Hospice Night Support     | 9139 contacts |
| • Bereavement Therapy       | 2040 hours    |
| • Wellbeing Services        | 1479 sessions |

In April 2023 we started using the internationally recognised "I Want Great Care" service to gather user feedback. We received 214 comments throughout the year and were awarded the Certificate of Excellence for consistently outstanding scores. A selection of our feedback is below.

One of the other key objectives of our service is to enable people to die where they wish. Most people want to die in their own home and we facilitated 96% of people being able to achieve this.

Feedback from service users and stakeholders is actively sought so that we may further enhance our services. Our Quality Account details this further but a selection of quotes is below:

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2024**

**Achievements and performance (continued)**

"I cannot begin to express my gratitude for the kindness offered, for the advice; guidance and encouragement given, we couldn't have supported her at the end of her life without you all".

"To all the Hospice staff. Thank you all so much for all of your help and compassion that you provided for the last few days of our precious Mum and Wife and the support you gave to my Dad by giving him so much help and care of my Mum. You are an exceptional Hospice and we most certainly thank and appreciate everything that you did for us when it was so difficult in the last few days. Once again, thank you for everything".

"Sadly M passed away early in the morning of the 19th Dec. However, you were able to provide an overnight nurse on that very night at very short notice, which enabled the family to rest more easily knowing that she was looked after, and in the event, for someone to be with her at the end. She was treated with respect and dignity, for which we are very grateful".

"You just came in and fitted in with us all – coming and going. You stayed and listened to me and that was lovely. I can't thank you enough, you're very special".

"To all, we really appreciate the special care that you provide and the kindness you share with families like ours".

"Sometimes the words "thank you" are simply not enough. You very kindly recently helped my mother in law, C at the end of her life. As a family, we simply cannot thank you enough. Once again with sincere thanks." "Keep doing such amazing work".

"Dear All, I wanted to thank you for your incredible patience and tenderness with B over the past few weeks. You made it possible for him to stay at home until the end of his life (exactly what he wanted) and that was no small thing. We are all missing him dreadfully right now but knowing you were there at the end brings us all great comfort. We are all truly grateful for your love and kindness".

"We cannot thank you enough for your services. The dedicated, kind, and compassionate care we received was outstanding".

"To all the team who supported us during the night and helped us to keep Mum at home which was her wish. Thank you so much for all your kindness and hard work. Mum passed away peacefully".

"We are all agreed that without your kind support at the most difficult of times, we would not have been able to provide S with the care and attention that she deserved. Due to your experience and diligence, we were all able to be present at her passing which was pain free as we had promised her".

"To Hospice Care Staff. Thank you for the incredible support you've provided for our family during the difficult time we had with our precious Dad (Grandad). We are truly grateful for your kindness and support. Your unwavering commitment to others is truly inspiring".

**Support services**

We have been particularly proud of our Bereavement Support Service this year. The service provides emotional and spiritual support as well as advice and information, for patients, friends and family that are affected by palliative diagnosis or bereavement. Support was offered through one-to-one counselling, emotional support and through group activities. We also started outreach services to help people access support more easily. Demand for the service rose again on the previous year, with excellent client feedback. In 2023/24 we increased the number of hours of support we delivered by 18% to 2040 hours. Demand for the services are high and we have a waiting list which we are addressing by reviewing our session numbers, recruiting more support and increasing opportunities for clients to attend groups.

Client satisfaction with the service remains high, with 100% reporting they are satisfied or extremely satisfied with the service. A selection of client feedback is below:

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(A company limited by guarantee)**

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2024**

**Achievements and performance (continued)**

"The group facilitators were understanding, supportive, thought provoking and non-judgmental. There was excellent support, just enough input and support without feeling intimidated".

"The group had a lovely atmosphere and I felt safe and supported. I found the small group excellent and I was able to talk about sensitive issues".

"A while ago I would never have gone to a counselling session as I get embarrassed, but I would now recommend to anyone going through a bereavement or a difficult time to speak up and get help".

"I genuinely couldn't have been more satisfied. I am really grateful for their warm, sensitive and non-judgmental approach".

"I felt safe to disclose my heartache about losing my dad. For me a phone call was what helped. It was offered when I was just ready to talk".

**Financial review**

**a. Going concern**

After making appropriate enquiries, the Trustees have a reasonable expectation that the Company has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

**b. Overview of financial operations**

The Trustees monitor the financial performance of the charity on a regular basis. This includes a review of cash generation and reserve levels aided by annual forecasts which include detailed profit and loss, balance sheet and cash flow forecasts. Monthly management accounts, which are narrated by the Treasurer and the Director of Finance and Resources at each Strategy and Corporate Governance subgroup as well as all Board meetings, are prepared and applied to the forecasts giving a rolling position for the charity. In addition, income and expenditure is reviewed throughout the year to ensure that on-going forecasts remain valid.

The Trustees therefore constantly monitor the going concern position of the charity and are satisfied that the 'going concern' principle applies.

They ensure that all financial resources are focused on increasing and sustaining care services, as well as ensuring a robust infrastructure is in place to support front line staff in caring for patients. Donations, income from shops and other charitable sources go directly towards patient care, ensuring everybody across Nottinghamshire will receive compassionate, community care when they most need it.

**c. Principal risks and uncertainties**

The Trustees have a Risk Management Strategy which comprises:

- an annual review of all the risks the charity may face;
- the establishment of systems and procedures to mitigate those risks;
- a bi-monthly review of major risks and mitigating actions; and
- the implementation of procedures designed to minimise any potential impact on the charity should any of the risks materialise.

A risk register has been prepared and a risk score attached to each of the risks identified, representing a combination of potential impact on the charity and likelihood of the risk materialising. All risks with a weighted score of 15 or more are deemed major risks and are monitored accordingly.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(A company limited by guarantee)**

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2024**

The key risks identified and our plans to address them are as follows:

- income generation may not meet the required target and there is a significant shortfall in the levels required to support service delivery. An income generations strategy is in place to increase income from multiple sources.
- risks to staff safety during the delivery of community services during unsocial hours. Staff receive induction and training on personal safety, and a procedure is in place to monitor staff safety.
- GDPR (General Data Protection Regulation) breach. We are now accredited with Cyber Essentials, and IASME. We have a Policy in place, staff are trained, regular audits take place and the organisation has completed the NHS Data Security Toolkit.

**Structure, governance and management**

**a. Constitution**

Nottinghamshire Hospice is a company limited by guarantee governed by its Memorandum and Articles of Association incorporated on 25 July 1980. It was amended for current governance arrangements on 20 July 2004 and further updated and adopted on 18 March 2008 and again on 4 February 2014. It is a registered charity with the Charity Commission and a company limited by guarantee registered with Companies House.

**b. Methods of appointment or election of trustees**

As set out in the Articles of Association, the charity is governed by a Board of Trustees (Council), consisting of between five and fifteen members. The Chair of the Board of Trustees is nominated by the elected Trustees of the Board of Trustees. Trustees have the power to co-opt other members as they feel appropriate. Co-opted members serve for a time limited period.

All of our Trustees at Nottinghamshire Hospice give freely of their time and their skills and knowledge are invaluable to us. I would like to send a personal thank you to each and every one of them for their commitment and support.

The Board of Trustees meet at least 4 times per year and in addition to full Board meetings they are also involved in relevant subgroups. These subgroups are the Quality and Safety subgroup and the Strategy and Corporate Governance subgroup. Both groups are chaired by Trustees and supported by the Senior Leadership Team, and work within terms of reference agreed by the Board of Trustees. The Trustees lead the strategic direction of the charity and act as an oversight board to the remunerated Senior Leadership Team who manage the operational aspects of the charity on a day-to-day basis.

None of the Trustees receives remuneration or other benefits from their work with the charity. Any personal interest a trustee or senior manager has within the charity must be disclosed to the full Board and an annual declaration of interests made.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(A company limited by guarantee)**

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2024**

**Structure, governance and management (continued)**

**c. Policies adopted for the induction and training of trustees**

On appointment and after reference checking and DBS certification, new trustees are provided with an induction. They are invited in to the hospice for an induction day where they will meet key members of the management team, understand the work of each team and be shown round the building. They receive a pack of information that includes all key policies; the structure of the Board and the subcommittees; our Memorandum and Articles of association and details of where to find all policies from the website.

Each new trustee is buddied up with an existing trustee so that they have a Board member to ask for help and to clarify anything they are unsure of and with whom they may wish to discuss agenda items for upcoming meetings.

The Chair of the Board checks in with new trustees after the first few months to see how they are finding things and if there is any help or support they need to fulfil their role as trustee.

Routine training of trustees is undertaken online, using the BlueStream Academy portal. Training required is determined by the senior management team and notified to each individual via email. Records of completion are reviewed by HR and the Chair receives a monthly report highlighting completion rates and any outstanding modules. Chair follows up with individual trustees to ensure training is completed as required. Any additional training needs are identified in discussion between Chair and Trustee and external courses sourced when required e.g. The role of the Trustee.

**d. Pay policy for key management personnel**

General rates of pay award are agreed by the Board at the annual budget discussion meeting and this applies to members of SLT and LT but excludes the CEO. The level of award is recommended by the CEO and benchmarked against NHS and other similar organisations.

The pay of the CEO is agreed by the Board at appointment and annual awards are discussed and agreed by the Remuneration Committee, a subset of the Board and which includes the Chair, the Treasurer and at least one other Trustee.

**Plans for future periods**

During 2024-25 we will be focusing on embedding our Care, Income Generation, Marketing and Communications and Equality Diversity and Inclusion strategies and developing further plans to ensure we are meeting the end of life requirements of the community. This will include understanding the needs of patients in terms of type and location of service offer; understanding what fundraising will need to look like in the coming years; and renegotiating our NHS contracts as the changes across the commissioning landscape emerge. There is much to look forward to. We have a proactive team with ambitions to drive a high quality, sustainable services to support our communities.

Thank you all for your support of Nottinghamshire Hospice.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(A company limited by guarantee)**

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2024**

**Statement of trustees' responsibilities**

The Trustees (who are also the directors of the Company for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Company will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Company's transactions and disclose with reasonable accuracy at any time the financial position of the Company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the provisions applicable to entities subject to the small companies exemption regime in the Companies Act 2006.

**Disclosure of information to auditors**

Each of the persons who are Trustees at the time when this Trustees' report is approved has confirmed that:

- so far as that trustee is aware, there is no relevant audit information of which the charity's auditors are unaware, and
- that trustee has taken all the steps that ought to have been taken as a trustee in order to be aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

**Auditors**

The auditors, PKF Smith Cooper Audit Limited, have indicated their willingness to continue in office. The designated Trustees will propose a motion reappointing the auditors at a meeting of the Trustees.

Approved by order of the members of the board of Trustees and signed on their behalf by:



**Mrs J Brunner**  
Chair of Trustees

Date: 19.11.24

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(A company limited by guarantee)**

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF NOTTINGHAMSHIRE HOSPICE LIMITED**

**Opinion**

We have audited the financial statements of Nottinghamshire Hospice Limited (the 'charitable company') for the year ended 31 March 2024 which comprise the Statement of financial activities, the Balance sheet, the Statement of cash flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2024 and of its incoming resources and application of resources, including its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

**Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

**Conclusions relating to going concern**

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(A company limited by guarantee)**

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(CONTINUED)**

**Other information**

The other information comprises the information included in the Annual report other than the financial statements and our Auditors' report thereon. The trustees are responsible for the other information contained within the Annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

**Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters where the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the Trustees' report is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

**Responsibilities of trustees**

As explained more fully in the Trustees' responsibilities statement, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(A company limited by guarantee)**

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(CONTINUED)**

**Auditors' responsibilities for the audit of the financial statements**

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an Auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below.

Based on our understanding of the charitable company and industry, we identify the key laws and regulations affecting the charitable company. We identified that the principal risk of fraud or non-compliance with laws and regulations related to:

- Management bias in respect of accounting estimates and judgements made;
- Management override of control;
- Posting of unusual journals or transactions.

We focussed on those areas that could give rise to a material misstatement in the charitable company's financial statements. Our procedures included, but were not limited to:

- Enquiry of management and those charged with governance around actual and potential litigation and claims, including instances of non-compliance with laws and regulations and fraud;
- Reviewing minutes of meetings of those charged with governance where available;
- Reviewing legal expenditure in the year to identify instances of non-compliance with laws and regulations and fraud;
- Reviewing financial statement disclosures and testing to supporting documentation to assess compliance with applicable laws and regulations;
- Performing audit work over the risk of management override of controls, including testing of journal entries and other adjustments for appropriateness, evaluating the business rationale of significant transactions outside the normal course of business and reviewing accounting estimates for bias. In particular, revenue recognition and fixed asset depreciation.

It is the primary responsibility of management, with the oversight of those charged with governance, to ensure that the entity's operations are conducted in accordance with the provisions of laws and regulations and for the prevention and detection of fraud.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our Auditors' report.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(A company limited by guarantee)**

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(CONTINUED)**

**Use of our report**

This report is made solely to the charitable company's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charitable company's trustees those matters we are required to state to them in an Auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members, as a body, for our audit work, for this report, or for the opinions we have formed.

*PKF Smith Cooper Audit Limited*

**PKF Smith Cooper Audit Limited**  
Statutory Auditors  
2 Lace Market Square  
Nottingham  
NG1 1PB

Date: *28/11/24*

PKF Smith Cooper Audit Limited is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
(A company limited by guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)  
FOR THE YEAR ENDED 31 MARCH 2024**

	Note	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
<b>Income from:</b>					
Donations and legacies	4	651,575	10,000	661,575	761,787
Charitable activities	5	1,967,737	-	1,967,737	1,446,044
Raising funds	6	1,104,398	-	1,104,398	1,068,025
Investments	7	59,891	-	59,891	31,757
<b>Total income</b>		<b>3,783,601</b>	<b>10,000</b>	<b>3,793,601</b>	<b>3,307,613</b>
<b>Expenditure on:</b>					
Raising funds	8	1,059,784	-	1,059,784	1,169,861
Charitable activities	9	3,035,514	105,145	3,140,659	2,627,743
<b>Total expenditure</b>		<b>4,095,298</b>	<b>105,145</b>	<b>4,200,443</b>	<b>3,797,604</b>
<b>Net expenditure before net gains/(losses) on investments</b>		<b>(311,697)</b>	<b>(95,145)</b>	<b>(406,842)</b>	<b>(489,991)</b>
Net gains/ (losses) on investments	15	82,299	-	82,299	(76,087)
<b>Net movement in funds / net expenditure</b>		<b>(229,398)</b>	<b>(95,145)</b>	<b>(324,543)</b>	<b>(566,078)</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward		2,511,234	723,122	3,234,356	3,800,434
Net movement in funds		(229,398)	(95,145)	(324,543)	(566,078)
<b>Total funds carried forward</b>		<b>2,281,836</b>	<b>627,977</b>	<b>2,909,813</b>	<b>3,234,356</b>

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

The notes on pages 20 to 36 form part of these financial statements.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(A company limited by guarantee)**  
**REGISTERED NUMBER: 01509313**

**BALANCE SHEET**  
**AS AT 31 MARCH 2024**

	Note	2024 £	2023 £
<b>Fixed assets</b>			
Tangible assets	14	841,813	905,578
Investments	15	1,024,515	947,062
		1,866,328	1,852,640
<b>Current assets</b>			
Stocks		6,544	8,236
Debtors	16	472,713	305,509
Cash at bank and in hand		803,339	1,228,235
		1,282,596	1,541,980
Creditors: amounts falling due within one year	17	(239,111)	(160,264)
<b>Net current assets</b>		1,043,485	1,381,716
<b>Total assets less current liabilities</b>		2,909,813	3,234,356
<b>Total net assets</b>		2,909,813	3,234,356
<b>Charity funds</b>			
Restricted funds	22	627,977	723,122
Unrestricted funds	22	2,281,836	2,511,234
<b>Total funds</b>		2,909,813	3,234,356

The entity was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the entity to obtain an audit for the year in question in accordance with section 476 of the Companies Act 2006.

However, an audit is required in accordance with section 144 of the Charities Act 2011.

The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(A company limited by guarantee)**  
**REGISTERED NUMBER: 01509313**

**BALANCE SHEET (CONTINUED)**  
**AS AT 31 MARCH 2024**

The financial statements were approved and authorised for issue by the trustees and signed on their behalf by:



**Mrs J Brunner**  
Trustee

Date: 19.11.24



**Mr C Peacock**  
Trustee

The notes on pages 20 to 36 form part of these financial statements.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
(A company limited by guarantee)

**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 31 MARCH 2024**

	Note	2024 £	2023 £
<b>Cash flows from operating activities</b>			
Net cash used in operating activities	24	(395,486)	(97,848)
<b>Cash flows from investing activities</b>			
Dividends, interests and rents from investments		59,891	31,757
Proceeds from the sale of property, plant and equipment		6,360	8,300
Purchase of property, plant and equipment		(68,570)	(24,949)
Proceeds from sale of investments		158,143	190,856
Purchase of investments		(185,234)	(198,507)
<b>Net cash (used in)/provided by investing activities</b>		<b>(29,410)</b>	<b>7,457</b>
<b>Cash flows from financing activities</b>			
<b>Net cash provided by financing activities</b>		<b>-</b>	<b>-</b>
<b>Change in cash and cash equivalents in the year</b>		<b>(424,896)</b>	<b>(90,391)</b>
Cash and cash equivalents at the beginning of the year		1,228,235	1,318,626
<b>Cash and cash equivalents at the end of the year</b>	25	<b>803,339</b>	<b>1,228,235</b>

The notes on pages 20 to 36 form part of these financial statements

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(A company limited by guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2024**

**1. General information**

The charity is a company limited by guarantee and is incorporated in England and Wales.

The address of its registered office is:  
Fernleigh  
384 Woodborough Road  
Nottingham  
NG3 4JF

**2. Accounting policies**

**2.1 Charity status**

The charity is a company limited by guarantee and has no share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

**2.2 Basis of preparation of financial statements**

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Nottinghamshire Hospice Limited meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

The financial statements are presented in Sterling, which is the functional currency of the company, and are rounded to the nearest £1.

**2.3 Income**

All income is recognised once the Company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

The recognition of income from legacies is dependent on establishing entitlement, the probability of receipt and the ability to estimate with sufficient accuracy the amount receivable. Evidence of entitlement to a legacy exists when the Company has sufficient evidence that a gift has been left to them (through knowledge of the existence of a valid will and the death of the benefactor) and the executor is satisfied that the property in question will not be required to satisfy claims in the estate. Receipt of a legacy must be recognised when it is probable that it will be received and the fair value of the amount receivable, which will generally be the expected cash amount to be distributed to the Company, can be reliably measured.

Grants are included in the Statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2024**

**2. Accounting policies (continued)**

**2.4 Expenditure**

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

Expenditure on raising funds includes all expenditure incurred by the Company to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Company's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

**2.5 Tangible fixed assets and depreciation**

Tangible fixed assets costing £NIL or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives.

Depreciation is provided on the following bases:

Freehold interest in land & buildings	- 4% straight line
Leasehold improvements	- 33.33% straight line
Plant and machinery including motor vehicles	- 33.33 or 20% straight line
Fixtures, fittings and equipment	- 33.33 or 20% straight line

**2.6 Investments**

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value based on the mid-market value as at the Balance sheet date, unless the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as 'Gains/(Losses) on investments' in the Statement of financial activities.

**2.7 Stocks**

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2024**

**2. Accounting policies (continued)**

**2.8 Debtors**

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**2.9 Cash at bank and in hand**

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**2.10 Liabilities and provisions**

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

**2.11 Financial instruments**

The Company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

**2.12 Operating leases**

Rentals paid under operating leases are charged to the Statement of financial activities on a straight-line basis over the lease term.

**2.13 Pensions**

The Company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Company to the fund in respect of the year.

**2.14 Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the Company and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2024**

**3. Critical accounting estimates and areas of judgment**

The preparation of the financial statements requires the Trustees to make judgments, estimates and assumptions that affect the amounts reported for assets and liabilities as at the balance sheet date and the amounts reported for revenues and expenses during the year. The trustees are of the opinion that there are no key assumptions concerning the future and other key sources of estimation uncertainty at the balance sheet date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year, except for the following.

Critical accounting estimates and assumptions:

**Income recognition** - Income is recognised in accordance with its nature. See accounting policy note 2.3 for further details.

**Fixed asset depreciation** - Tangible fixed assets are depreciated over their economic useful lives taking into account residual values where appropriate. The actual lives of the assets and residual values are assessed annually and may vary depending on a number of factors.

**4. Income from donations and legacies**

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Donations	125,389	-	125,389	78,852
Legacies	399,936	-	399,936	345,932
Other grants	126,250	10,000	136,250	337,003
<b>Total 2024</b>	<b>651,575</b>	<b>10,000</b>	<b>661,575</b>	<b>761,787</b>
<i>Total 2023</i>	<i>540,799</i>	<i>220,988</i>	<i>761,787</i>	

**5. Income from charitable activities**

	Unrestricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Payments from government or public authorities in the normal course of trading	1,967,737	1,967,737	1,446,044

All income from charitable activities in both the current and previous year relate to unrestricted funds.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2024**

**6. Income from raising funds**

	Unrestricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Shop income	956,170	956,170	939,890
Warehouse takings	24,319	24,319	1,460
Fundraising - events	66,537	66,537	60,781
Lottery membership income	57,372	57,372	65,894
	<b>1,104,398</b>	<b>1,104,398</b>	<b>1,068,025</b>

All income from raising funds in both the current and previous year relate to unrestricted funds.

**7. Investment income**

	Unrestricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Income from listed investments	19,758	19,758	14,129
Bank interest receivable	40,133	40,133	17,628
	<b>59,891</b>	<b>59,891</b>	<b>31,757</b>

All investment income in both the current and previous year relate to unrestricted funds.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2024**

**8. Expenditure on raising funds**

**Retail activities**

	Unrestricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Costs of goods sold	12,431	12,431	10,615
Other direct costs	7,726	7,726	15,517
Establishment costs	206,153	206,153	232,782
Repairs and maintenance	23,139	23,139	92,208
Depreciation of tangible fixed assets	15,365	15,365	24,221
Office expenses	43,537	43,537	16,970
Bank charges	8,271	8,271	5,687
Legal and professional costs	5,248	5,248	13,392
Wages and salaries	401,184	401,184	461,365
NI	32,301	32,301	35,938
Pension costs	12,831	12,831	14,333
	<u>768,186</u>	<u>768,186</u>	<u>923,028</u>

**Fundraising events**

	Unrestricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Cost of fundraising events	12,996	12,996	17,024
Other direct costs	5,499	5,499	4,310
Office expenses	9,051	9,051	10,272
Bank charges	4,967	4,967	1,017
Administration of investments	4,919	4,919	8,144
Wages and salaries	228,933	228,933	185,956
NI	18,433	18,433	14,485
Pension costs	6,800	6,800	5,482
	<u>291,598</u>	<u>291,598</u>	<u>246,690</u>

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2024**

**8. Expenditure on raising funds (continued)**

**Lottery**

	Unrestricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Lottery prizes	-	-	143
	<u>          </u>	<u>          </u>	<u>          </u>

**9. Analysis of expenditure on charitable activities**

**Summary by fund type**

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Total 2023 £
Provision of hospice services	3,035,514	105,145	3,140,659	2,627,743
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>

**10. Analysis of expenditure by activities**

	Activities undertaken directly 2024 £	Support costs 2024 £	Total funds 2024 £	Total funds 2023 £
Provision of hospice services	2,225,351	915,308	3,140,659	2,627,743
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
<i>Total 2023</i>	<u>1,828,596</u>	<u>799,147</u>	<u>2,627,743</u>	

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2024**

**10. Analysis of expenditure by activities (continued)**

**Analysis of direct costs**

	Total funds 2024 £	Total funds 2023 £
Staff costs	1,928,180	1,598,179
Depreciation	94,783	108,890
Direct hospice services	202,388	121,527
	<u>2,225,351</u>	<u>1,828,596</u>

**Analysis of support costs**

	Total funds 2024 £	Total funds 2023 £
Staff costs	635,895	528,291
Depreciation	35,838	54,265
Auditors' remuneration	13,035	16,158
Marketing	20,762	25,014
Legal and professional	14,841	7,023
IT costs	77,201	58,972
Sundry expenses	43,685	38,158
Premises expenses	40,352	36,641
Recruitment and training	27,399	34,625
Loss on disposal of fixed assets	6,300	-
	<u>915,308</u>	<u>799,147</u>

**11. Auditors' remuneration**

	2024 £	2023 £
Fees payable to the Company's auditor for the audit of the Company's annual accounts	10,780	11,050
Fees payable to the Company's auditor in respect of: Non-audit services: statutory accounts preparation	<u>2,255</u>	<u>2,050</u>

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2024**

**12. Staff costs**

	2024 £	2023 £
Wages and salaries	2,948,103	2,566,843
Social security	230,501	199,943
Other pension costs	85,953	77,243
	3,264,557	2,844,029

The average number of persons employed by the Company during the year was as follows:

	2024 No.	2023 No.
Management & support staff	25	26
Clinical services	83	73
Retail services	23	24
	131	123

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000 was:

	2024 No.	2023 No.
In the band £60,001 - £70,000	3	2
In the band £90,001 - £100,000	1	1

**13. Trustees' remuneration and expenses**

During the year, no trustees received any remuneration or other benefits (2023 - £NIL).

During the year ended 31 March 2024, expenses totalling £NIL were reimbursed or paid directly to trustees (2023 - £NIL).

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2024**

**14. Tangible fixed assets**

	Freehold interest in land and buildings £	Leasehold improvements £	Plant and machinery including motor vehicles £	Fixtures, fittings and equipment £	Total £
<b>Cost</b>					
At 1 April 2023	2,096,761	-	63,067	371,804	2,531,632
Additions	-	33,855	-	34,715	68,570
Disposals	-	(1,700)	(8,495)	(12,550)	(22,745)
At 31 March 2024	<u>2,096,761</u>	<u>32,155</u>	<u>54,572</u>	<u>393,969</u>	<u>2,577,457</u>
<b>Depreciation</b>					
At 1 April 2023	1,274,834	-	60,462	290,758	1,626,054
Charge for the year	69,095	3,917	2,604	55,005	130,621
On disposals	-	(236)	(8,495)	(12,300)	(21,031)
At 31 March 2024	<u>1,343,929</u>	<u>3,681</u>	<u>54,571</u>	<u>333,463</u>	<u>1,735,644</u>
<b>Net book value</b>					
At 31 March 2024	<u>752,832</u>	<u>28,474</u>	<u>1</u>	<u>60,506</u>	<u>841,813</u>
At 31 March 2023	<u>821,927</u>	<u>-</u>	<u>2,605</u>	<u>81,046</u>	<u>905,578</u>

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2024**

**15. Fixed asset investments**

	Listed investments £	Cash deposits £	Total £
<b>Cost or valuation</b>			
At 1 April 2023	930,348	16,714	947,062
Additions	69,902	115,332	185,234
Disposals	(57,125)	(101,018)	(158,143)
Revaluations	50,362	-	50,362
	<u>993,487</u>	<u>31,028</u>	<u>1,024,515</u>
At 31 March 2024	<u>993,487</u>	<u>31,028</u>	<u>1,024,515</u>
<b>Net book value</b>			
At 31 March 2024	<u>993,487</u>	<u>31,028</u>	<u>1,024,515</u>
At 31 March 2023	<u>930,348</u>	<u>16,714</u>	<u>947,062</u>

**16. Debtors**

	2024 £	2023 £
<b>Due within one year</b>		
Other debtors	59,591	83,496
Prepayments and accrued income	413,122	222,013
	<u>472,713</u>	<u>305,509</u>

**17. Creditors: Amounts falling due within one year**

	2024 £	2023 £
Trade creditors	74,060	72,146
Taxation and social security	65,597	45,859
Other creditors	23,479	17,887
Accruals and deferred income	75,975	24,372
	<u>239,111</u>	<u>160,264</u>

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2024**

**18. Pension commitments**

The Company operates a defined contribution pension scheme. The pension costs charge for the period represents contributions payable by the charity to the scheme and amounted to £85,953 (2023 - £77,243).

Contributions totalling £23,391 (2023 - £19,087) were payable to the scheme at the end of the period and are included in creditors.

**19. Operating lease commitments**

At 31 March 2024 the Company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2024 £	2023 £
Not later than 1 year	53,356	67,431
Later than 1 year and not later than 5 years	44,938	37,502
	98,294	104,933

**20. Financial instruments**

	2024 £	2023 £
<b>Financial assets</b>		
Financial assets measured at amortised cost	881,930	1,311,731
	881,930	1,311,731
<b>Financial liabilities</b>		
Financial liabilities measured at amortised cost	(163,136)	(135,892)
	(163,136)	(135,892)

Financial assets measured at amortised cost through income and expenditure comprise cash at bank and other debtors.

Financial liabilities measured at amortised cost through income and expenditure comprise trade creditors, taxation and social security and other creditors.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2024**

**21. Related party transactions**

**Controlling party**

The Company is controlled by the trustees who are all directors of the Company.

The Company has not entered into any related party transactions during the year, nor are there any outstanding balances owing between related parties and the Company at 31 March 2024.

**Key management personnel**

Total employee benefits paid to key management personnel was £378,343 (2023 - £372,869).

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2024**

**22. Statement of funds**

**Statement of funds - current year**

	Balance at 1 April 2023 £	Income £	Expenditure £	Gains/ (Losses) £	Balance at 31 March 2024 £
<b>Unrestricted funds</b>					
<b>Designated funds</b>					
Fixed assets	214,958	66,854	(67,976)	-	213,836
Designated Funds	926,677	-	(308,174)	-	618,503
	<u>1,141,635</u>	<u>66,854</u>	<u>(376,150)</u>	<u>-</u>	<u>832,339</u>
<b>General funds</b>					
General Funds - all funds	1,369,599	3,716,747	(3,719,148)	82,299	1,449,497
<b>Total Unrestricted funds</b>	<u>2,511,234</u>	<u>3,783,601</u>	<u>(4,095,298)</u>	<u>82,299</u>	<u>2,281,836</u>
<b>Restricted funds</b>					
Bathroom refurbishments	23,194	-	(1,855)	-	21,339
Department of Health	482,000	-	(36,930)	-	445,070
Dignity in care	98,894	-	(10,146)	-	88,748
Horizons of Hope - Phase III	65,997	-	(4,113)	-	61,884
Bereavement Support	32,500	10,000	(42,500)	-	-
Hospice extension	871	-	(133)	-	738
Kitchen	1,153	-	(314)	-	839
The Lady Evelyn and Sir Joseph Pope Fund	1,053	-	(81)	-	972
Reception area refurbishment	8,794	-	(407)	-	8,387
Mobile digitalisation	8,666	-	(8,666)	-	-
	<u>723,122</u>	<u>10,000</u>	<u>(105,145)</u>	<u>-</u>	<u>627,977</u>
<b>Total of funds</b>	<u><u>3,234,356</u></u>	<u><u>3,793,601</u></u>	<u><u>(4,200,443)</u></u>	<u><u>82,299</u></u>	<u><u>2,909,813</u></u>

Our designated funds are separate from our core care work income, they provide ring-fenced funding that we use to invest in and support new care initiatives that deliver lasting benefits for our patients, their families and carers.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2024**

**22. Statement of funds (continued)**

**Statement of funds - prior year**

	At 1 April 2021 £	Income £	Expenditure £	Gains/ (Losses) £	At 31 March 2022 £
<b>Unrestricted funds</b>					
<b>Designated funds</b>					
Fixed assets	290,518	24,949	(100,509)	-	214,958
Designated Funds	1,320,610	-	(393,933)	-	926,677
	<u>1,611,128</u>	<u>24,949</u>	<u>(494,442)</u>	<u>-</u>	<u>1,141,635</u>
<b>General funds</b>					
General Funds - all funds	<u>1,416,038</u>	<u>3,061,676</u>	<u>(3,032,028)</u>	<u>(76,087)</u>	<u>1,369,599</u>
<b>Total Unrestricted funds</b>	<u>3,027,166</u>	<u>3,086,625</u>	<u>(3,526,470)</u>	<u>(76,087)</u>	<u>2,511,234</u>
<b>Restricted funds</b>					
Bathroom refurbishments	25,049	-	(1,855)	-	23,194
Department of Health	518,930	-	(36,930)	-	482,000
Dignity in care	109,040	-	(10,146)	-	98,894
Horizons of Hope - Phase III	70,110	-	(4,113)	-	65,997
Bereavement Support	-	42,500	(10,000)	-	32,500
Hospice extension	1,004	-	(133)	-	871
Kitchen	1,467	-	(314)	-	1,153
The Lady Evelyn and Sir Joseph Pope Fund	1,134	-	(81)	-	1,053
Reception area refurbishment	9,201	-	(407)	-	8,794
Hospice night support (previously PORT)	-	178,488	(178,488)	-	-
Mobile digitalisation	17,333	-	(8,667)	-	8,666
Complementary therapy	20,000	-	(20,000)	-	-
	<u>773,268</u>	<u>220,988</u>	<u>(271,134)</u>	<u>-</u>	<u>723,122</u>
<b>Total of funds</b>	<u>3,800,434</u>	<u>3,307,613</u>	<u>(3,797,604)</u>	<u>(76,087)</u>	<u>3,234,356</u>

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2024**

**23. Analysis of net assets between funds**

**Analysis of net assets between funds - current period**

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £
Tangible fixed assets	213,836	627,977	841,813
Fixed asset investments	1,024,515	-	1,024,515
Current assets	1,282,596	-	1,282,596
Creditors due within one year	(239,111)	-	(239,111)
<b>Total</b>	<u><u>2,281,836</u></u>	<u><u>627,977</u></u>	<u><u>2,909,813</u></u>

**Analysis of net assets between funds - prior period**

	<i>Unrestricted funds 2023 £</i>	<i>Restricted funds 2023 £</i>	<i>Total funds 2023 £</i>
Tangible fixed assets	214,956	690,622	905,578
Fixed asset investments	947,062	-	947,062
Current assets	1,509,480	32,500	1,541,980
Creditors due within one year	(160,264)	-	(160,264)
<b>Total</b>	<u><u>2,511,234</u></u>	<u><u>723,122</u></u>	<u><u>3,234,356</u></u>

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2024**

**24. Reconciliation of net movement in funds to net cash flow from operating activities**

	2024 £	2023 £
Net expenditure for the period (as per Statement of Financial Activities)	(324,543)	(566,078)
<b>Adjustments for:</b>		
Depreciation charges	130,621	163,155
(Gains)/losses on investments	(50,362)	76,087
Dividends, interests and rents from investments	(59,891)	(31,757)
Loss on the sale of fixed assets	(4,646)	(8,300)
Decrease/(increase) in stocks	1,692	(7,341)
(Increase)/decrease in debtors	(167,204)	301,691
Increase/(decrease) in creditors	78,847	(25,305)
<b>Net cash (used in)/provided by operating activities</b>	<b>(395,486)</b>	<b>(97,848)</b>

**25. Analysis of cash and cash equivalents**

	2024 £	2023 £
Cash in hand	803,339	1,228,235
<b>Total cash and cash equivalents</b>	<b>803,339</b>	<b>1,228,235</b>

**26. Analysis of changes in net debt**

	At 1 April 2023 £	Cash flows £	At 31 March 2024 £
Cash at bank and in hand	1,228,235	(424,896)	803,339
	<b>1,228,235</b>	<b>(424,896)</b>	<b>803,339</b>

**THE NOTTINGHAMSHIRE HOSPICE LIMITED**

England & Wales - Charity number 509759

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# Accounts

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Registered number: 01509313  
Charity number: 509759

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
(A company limited by guarantee)

**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2023**

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(A company limited by guarantee)**

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**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(A company limited by guarantee)**

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS**  
**FOR THE YEAR ENDED 31 MARCH 2023**

<b>Trustees</b>	Mrs S Aziz (resigned 22 May 2022) Mr B Brady Mrs J Brunner Mr D Datta (resigned 7 June 2022) Dr V R Doel Mr M Holt (resigned 5 July 2022) Mr P Booth (appointed 16 January 2023) Mrs S Kesari (resigned 13 December 2022) Mr C Peacock Mr P Caulfield (appointed 20 June 2023) Mrs A Rowe Mr P Taylor Mr S Zindal (resigned 2 September 2022) Ms H Edwards (appointed 20 June 2023) Mr R Rolls (appointed 12 October 2022) Ms B Whittaker (appointed 5 April 2022)
<b>Company registered number</b>	01509313
<b>Charity registered number</b>	509759
<b>Registered office</b>	Fernleigh 384 Woodborough Road Nottingham NG3 4JF
<b>Company secretary</b>	Mrs M B Holmes
<b>Independent auditors</b>	PKF Smith Cooper Audit Limited Statutory Auditors 2 Lace Market Square Nottingham NG1 1PB
<b>Bankers</b>	Barclays Bank Plc PO Box 18 High Street Nottingham NG1 6FF
<b>Solicitors</b>	Freeths LLP Cumberland Court 80 Mount Street Nottingham NG1 6HH

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(A company limited by guarantee)**

**TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2023**

The Trustees present their Annual report together with the audited financial statements of the Company for the year 1 April 2022 to 31 March 2023. The Annual report serves the purposes of both a Trustees' report and a Directors' report under company law. The Trustees confirm that the Annual report and financial statements of the charitable Company comply with the current statutory requirements, the requirements of the charitable Company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the Company qualifies as small under section 382 of the Companies Act 2006, the Strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

### **Introduction**

2022-23 has been a financially challenging year for Nottinghamshire Hospice, ending the year on a planned deficit. However, this deficit has been partly due to our decisions to invest in services and workforce to secure our future. Because of this investment we have been able to make significant strategic progress and build the foundations to ensure we continue to serve the people of Nottingham and Nottinghamshire who need us now and in future years.

During the year we have made some key new appointments. As part of our Care Strategy, we have appointed a Deputy Director of Care to support with both strategic delivery and to further enhance our quality focus. As part of the Income Generation Strategy, we have appointed a Head of Fundraising and a Communications and Marketing Manager. These roles strengthen our organisational capability to achieve our strategic objectives and place us in a strong position to maximise the opportunities and overcome the challenges in future years.

The launch and implementation of the Retail strategy has been a particular success. We started selling online, closed our warehouse and refocused our shop teams. Retail is now a leaner and more efficient service which will enable us to improve profitability, delivering much needed income to support our patients and their loved ones.

We have also launched our Equality and Diversity Strategy, which draws on the results of the 2020 census to help us benchmark our progress in ensuring our offer as a service provider and employer meets the richly diverse population within our community. Implementation of the strategy is key to achieve our strategic objectives going forwards.

During the year we said farewell to our Trustees Shanaz Aziz, Michael Holt, Dipak Datta, Siobhan Kesari and Saurabh Zindal and we thank them for their invaluable service as members of the Board. We have been delighted to welcome Becky Whittaker, Richard Rolls and Patrick Booth to the Board and further ongoing Trustee recruitment is proving successful.

I would like to thank our NHS Commissioners and Charity and Community Partners who we have worked with throughout the year to continue to build our support, influence and presence locally. Lastly, I would like to personally thank our hospice teams, our army of wonderful volunteers who give of their time and all our generous supporters, for all they do to support Nottinghamshire Hospice and our mission to add life to days.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(A company limited by guarantee)**

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2023**

**Objectives and activities**

**a. Policies and objectives**

**Our Vision**

Everyone in Nottinghamshire should have a good death. For them and their loved-ones, our end-of-life care and support will be a beacon of hope and excellence in fulfilling this right.

**Our Mission**

To provide Hospice Care in all our communities, led and informed by their needs, striving to add life to every day by:

- providing therapy-based support to enable people to live well and understand the changes they will experience in their lives, their families, carers and communities;
- Hospice in your Home available in every community;
- promoting independence and recovery through appropriate bereavement care; and
- working with partners and our communities to increase understanding of palliative and end of life care.

**Our Values**

- **Care:** Providing the right care, at the right time, in the right place by the right person.
- **Acceptance:** Accepted in all our diverse communities by growing trust and understanding.
- **Resilience:** Building resilience in our patients, carers, families, staff and volunteers to cope and thrive.
- **Empathy:** Understanding that loss, grief and bereavement is unique to each individual and respecting their needs.

**Our Objectives**

Our charitable purpose is to promote care and treatment of the chronically ill; especially those in the palliative stage of their illness as well as support and care for families or carers of the bereaved. Specifically, we aim to do this for people residing within a 25 mile radius of the Hospice building at 384 Woodborough Road, Nottingham NG3 4JF.

We demonstrate this by providing high quality care, 7 days a week and 365 days of the year through a portfolio of services:

- co-ordinating care and case management for all Nottinghamshire communities in collaboration with the wider healthcare community, supporting self-referral and overcoming barriers people experience in gaining support at a challenging time;
- providing people with daily care and support at a purpose designed Wellbeing and Therapy Centre offering bespoke experiences and wellbeing sessions;
- providing palliative nursing care in patients' homes, supporting them, their loved ones and carers to experience a good death led by their needs and wishes via our Hospice in your Home and Hospice Night Support;
- caring for Carers by providing emotional support, advice and guidance for people who are relatives or friends of a patient through a holistic approach;
- providing emotional, psychological support and counselling for those who are dying, those who are bereaved and those affected by a death resulting from terminal or life limiting illness;
- offering information and support access points through our community shops;
- providing a comprehensive range of supporter care and engagement services which support the growth of voluntary income needed to enable the provision of services; and
- offering our compassionate local community the opportunity to gain volunteer experience while also responding to citizens' life challenges including isolation, poor mental health and entry or re-entry into the employment market.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2023**

**Objectives and activities (continued)**

**Criteria for Measuring Success**

The Trustees' criteria for measuring success are as follows:

- that we are able to deliver services our patients need;
- that we are able to develop our services to reach more people who could benefit from them; and
- that we are able to control our costs and achieve a level of income that enables us to ensure sustainability for the future.

Our 2020-2025 Strategic Objectives are:

- be a recognised centre of excellence for patients requiring community palliative care;
- lead and promote positive conversations about death to build community resilience;
- deliver visible and inclusive access to end of life services across all communities in Nottinghamshire; and
- have in place a robust and sustainable business model which supports our strategy for delivery of end of life services throughout Nottinghamshire.

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission.

**b. Main activities undertaken to further the Company's purposes for the public benefit**

At each Trustee Board Meeting, Trustees, in consultation with the Senior Management Team, develop and review our objectives and activities. Careful consideration is given to our governing document and the Charity Commission's guidance on the public benefit requirements under the Charities Act 2011.

As described above we provide public benefit through the operation of a portfolio of services which do not discriminate against any element of our communities; respecting how these may be described by their constituent members, and specifically providing support for those who are in need of palliative and end of life care.

The Board of Trustees further the charity's purpose by having in place a range of strategies that enable us to achieve our aims and objectives. These relate to:

- clinical services including standard operating procedures;
- financials including the treatment of reserves and investments;
- retail;
- fundraising and wider income generation;
- people services; and
- marketing and communications.

**Achievements and performance**

**a. Review of activities**

This year we have consolidated our work in developing a robust leadership team and staffing model, improving our governance and delivering excellent care. This has resulted in the appointment of the Deputy Director of Care, the Head of Fundraising and our Marketing and Communications Manager.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(A company limited by guarantee)**

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2023**

**Achievements and performance (continued)**

**Volunteers**

We continue to operate with an army of volunteers who support us in a range of activities including gardening, retail, administration, and facilitating fun activities with patients. Our volunteers are a vital resource in enabling us to provide outstanding care. We are continually exploring different ways of engaging and recruiting volunteers who more widely represent the population we serve.

**Retail**

The Retail strategy has been launched this year with the focus being on sharpening our existing offer to increase efficiency, maximise profitability and set a strong foundation for expansion in future years. Implementation of the strategy has delivered to plan and we are optimistic that our ambitions will continue to be realised for the benefit of patients.

**Fundraising**

The fundraising challenges which face the wider voluntary sector have been felt keenly at the Hospice. We are confident that our new Fundraising strategy, due for launch in the summer of 2023, will enable us to inspire people to act over a longer period, grow new supporters and maximise new and existing opportunities.

"Your Hospice Lottery" continues to run our lottery fundraising and we have a regular number of players which creates consistent income.

We express our thanks to all donors and supporters for their ongoing confidence and commitment.

**Contracting**

The Hospice continues to be the leading provider of community-based end of life and palliative care across our city and county. We are delighted to report the award of a new 5 year contract for our Hospice Night Support Service. This is an essential service which helps support people through the night and avoids unnecessary hospital admissions, reducing pressure on our NHS partners. Our contract in the Mid Notts area has been extended for 5 years, and the South Notts contract for one year, with a view to redefine and realign all contracts as the local ICS commissioning landscape consolidates. It will be essential for the Hospice to maintain the current levels of funding as a minimum if services are to be sustained into the future.

We record our thanks to our commissioners and partners for their shared vision and commitment to our belief that everyone in our city and county has the right to a good death.

**PR and Media**

Our ability to share emotive, impactful and relevant stories about our patients, supporters and hospice developments has been well received and increased awareness of the work of Nottinghamshire Hospice.

During the year we shared these stories across all media types. and the new Communications and Marketing Strategy, due for launch in the summer of 2023, will further enhance our profile and reach.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(A company limited by guarantee)**

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2023**

**Achievements and performance (continued)**

**b. Key performance indicators**

Total income for the year is £3,307,613 compared to £4,030,806 in 2021/22. The variance in income relates to a significant decrease in income from donations and legacies.

Total expenditure for the year is £3,797,604 compared to £3,771,900 in 2021/22. The variance in expenditure relates to an increase in costs relating to raising funds.

Total funds at the year-end were £3,234,356 (2022: £3,800,434). Unrestricted funds at the year-end were £2,511,234 (2022: £3,027,166) while restricted funds were £723,122 (2022: £773,268). Included within the unrestricted funds are designated funds totaling £1,535,568 (2022: £1,611,128). The total of this fund relates to the amount of unrestricted funds that has been invested in the functional fixed assets of the charity and income provided to support the NHS in its' Covid response.

Of the unrestricted funds, £214,958 relates to tangible fixed assets. These can only be realised once disposed of. Of the restricted funds, £690,622 relates to tangible fixed assets and can only be realised once disposed of.

**c. Investment policy and performance**

Each year the Trustees review the principles underpinning liquidity, investment and reserves to ensure that the levels set remain valid and relevant to the needs of the Hospice.

An annual Risk Assessment is completed in support of the Financial Strategy. It identifies what the liabilities are that the Hospice will face in relation to its general running costs.

The Risk Assessment sets the figure that the Hospice should retain in liquid funds (cash and investments) sufficient to meet:

- on-going commitments;
- 20% of the hospice running costs; and
- contingent liabilities.

In addition, it identifies the need for investment for growth to retain and increase the value of the Hospice's capital funds. The Board of Trustees will determine and agree the appropriate level of investment in development in line with the Strategic Development Plan, the Risk Assessment, and the Financial Strategy.

The Hospice generates income to provide services in line with its charitable purposes. Money is only held in reserve where it is to cover known liabilities, projected developments and to reasonably underpin long term security for the organisation and the users of its services.

The Hospice shall hold money available to assist the day-to-day cash-flow situation and to provide a level of cover in extreme and immediate circumstances. The level of that sum, proportionate to the level of funds held in other forms, will be determined by the Trustees.

The investments are managed by Brewin Dolphin and Rathbones on behalf of the Hospice, and they report to the Trustees biannually with any recommendations for improvement.

Total investment portfolio at year end stands at £947,062. Investments are held in managed portfolios with the objective of generating income and growth in value. Investments are made with a risk approach of "cautious with risk".

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(A company limited by guarantee)**

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2023**

**Achievements and performance (continued)**

**d. Delivering excellent care**

The year in numbers:

**Care delivered during the year**

Hospice at Home	27,174 hours
Hospice Out Reach Service	4,581 contracts
Hospice Night Support	5,321 contracts
Bereavement Therapy	1,736 hours
Wellbeing Services	3,178 hours

One of the key objectives of our service is to enable people to die where they wish. Most people want to die in their own home and we facilitated 96% of people being able to achieve this.

Feedback from service users and stakeholders is actively sought so that we may further enhance our services. Our Quality Account details this further but a selection of quotes is below:

"This support helped my mum so much and also helped to make my father's last days so peaceful."

"He was able to be at home right to the end, which was what he wanted."

"A special thanks to the wonderful night staff who came to our rescue near the end."

"Whilst the period of care was very short, we cannot overstate our heart warmth gratitude and thanks for the support and compassion given. Your people really are angels."

"I have never experienced such a band of willing, compassionate, efficient, kind, caring individuals."

"I cannot express in words the comfort and re-assurance your help gave me at a difficult time."

"I don't know how I would have coped without your help."

"I would like to say a big thank you, you all looked after her so well and treated her with so much love and respect, you all were amazing."

"I cannot begin to express my gratitude for the kindness offered, for the advice, guidance and encouragement given, we couldn't have supported her at the end of her life without you all."

**Support services**

We are particularly proud of our Bereavement Support Service which provides emotional and spiritual support as well as advice and information, for patients, friends and family that are affected by palliative diagnosis or bereavement. During 22-23 support was offered through one-to-one counselling, emotional support and through group activities. Demand for the service rose again on the previous year, which had already shown a 76% increase.

Client satisfaction with the service remains high, with 100% reporting they are satisfied or extremely satisfied with the service. A selection of client feedback is below:

"This service has been incredibly valuable to me, and I am so very grateful to have been able to access it at a time where I was really struggling."

"The whole team I had the pleasure to interact with were supportive and I cannot thank them enough for the help and progression I have made through their care."

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2023**

**Achievements and performance (continued)**

"A while ago I would never have gone to a counselling session as I get embarrassed, but I would now recommend to anyone going through a bereavement or a difficult time to speak up and get help".

"I genuinely couldn't have been more satisfied. I am really grateful for their warm, sensitive and non-judgmental approach."

"I felt safe to disclose my heartache about losing my dad. For me a phone call was what helped. It was offered when I was just ready to talk. xxx was brilliant, a wise gentleman, a light in my upmost dark days."

Service Figures from April 2022 and 31 March 2023:

The number of clients supported	413 (25% increase on previous year)
The total number of hours providing 1:1 support	1736 (33% increase on previous year)
The number of hours providing counselling	926 (56% increase on previous year)
The number of hours providing emotional support	810 (13% increase on previous year)

**Financial review**

**a. Going concern**

After making appropriate enquiries, the Trustees have a reasonable expectation that the Company has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

**b. Overview of financial operations**

The Trustees monitor the financial performance of the charity on a regular basis. This includes a review of cash generation and reserve levels aided by annual forecasts which include detailed profit and loss, balance sheet and cash flow forecasts. Monthly management accounts, which are narrated by the Treasurer and the Director of Finance and Resources at each Strategy and Corporate Governance subgroup as well as all Board meetings, are prepared and applied to the forecasts giving a rolling position for the charity. In addition, income and expenditure is reviewed throughout the year to ensure that on-going forecasts remain valid.

The Trustees therefore constantly monitor the going concern position of the charity and are satisfied that the 'going concern' principle applies.

They ensure that all financial resources are focused on increasing and sustaining care services, as well as ensuring a robust infrastructure is in place to support front line staff in caring for patients. Donations, income from shops and other charitable sources go directly towards patient care, ensuring everybody across Nottinghamshire will receive compassionate, community care when they most need it.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(A company limited by guarantee)**

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2023**

**c. Principal risks and uncertainties**

The Trustees have a Risk Management Strategy which comprises:

- an annual review of all the risks the charity may face;
- the establishment of systems and procedures to mitigate those risks;
- a bi-monthly review of major risks and mitigating actions; and
- the implementation of procedures designed to minimise any potential impact on the charity should any of the risks materialise.

A risk register has been prepared and a risk score attached to each of the risks identified, representing a combination of potential impact on the charity and likelihood of the risk materialising. All risks with a weighted score of 15 or more are deemed major risks and are monitored accordingly.

The key risks identified and our plans to address them are as follows:

- income generation may not meet the required target and there is a significant shortfall in the levels the levels required to support service delivery. An income generations strategy is in place to increase income from multiple sources.
- risks to staff safety during the delivery of community services during unsocial hours. Staff receive induction and training on personal safety, and a procedure is in place to monitor staff safety.
- GDPR (General Data Protection Regulation) breach. We are now accredited with Cyber Essentials, and IASME. We have a Policy in place, staff are trained, regular audits take place and the organisation has completed the NHS Data Security Toolkit.

**Structure, governance and management**

**a. Constitution**

Nottinghamshire Hospice is a company limited by guarantee governed by its Memorandum and Articles of Association incorporated on 25 July 1980. It was amended for current governance arrangements on 20 July 2004 and further updated and adopted on 18 March 2008 and again on 4 February 2014. It is a registered charity with the Charity Commission and a company limited by guarantee registered with Companies House.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(A company limited by guarantee)**

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2023**

**Structure, governance and management (continued)**

**b. Methods of appointment or election of trustees**

As set out in the Articles of Association, the charity is governed by a Board of Trustees (Council), consisting of between five and fifteen members. The Chair of the Board of Trustees is nominated by the elected Trustees of the Board of Trustees. Trustees have the power to co-opt other members as they feel appropriate. Co-opted members serve for a time limited period.

All of our Trustees at Nottinghamshire Hospice give freely of their time and their skills and knowledge are invaluable to us. I would like to send a personal thank you to each and every one of them for their commitment and support.

The Board of Trustees meet at least 4 times per year and in addition to full Board meetings they are also involved in relevant subgroups. These subgroups are the Quality and Safety subgroup and the Strategy and Corporate Governance subgroup. Both groups are chaired by Trustees and supported by the Senior Leadership Team, and work within terms of reference agreed by the Board of Trustees. The Trustees lead the strategic direction of the charity and act as an oversight board to the remunerated Senior Leadership Team who manage the operational aspects of the charity on a day-to-day basis.

None of the Trustees receives remuneration or other benefits from their work with the charity. Any personal interest a trustee or senior manager has within the charity must be disclosed to the full Board and an annual declaration of interests made.

**Plans for future periods**

During 2023-24 we will be focusing on embedding our Care, Income Generation, Marketing and Communications and Equality Diversity and Inclusion strategies and developing further plans to ensure we are meeting the end of life requirements of the community. This will include understanding the needs of patients in terms of type and location of service offer; understanding what fundraising will need to look like in the coming years; and renegotiating our NHS contracts as the changes across the commissioning landscape emerge. There is much to look forward to. We have a proactive team with ambitions to drive a high quality, sustainable services to support our communities.

Thank you all for your support of Nottinghamshire Hospice.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(A company limited by guarantee)**

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2023**

**Statement of trustees' responsibilities**

The Trustees (who are also the directors of the Company for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial . Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Company will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Company's transactions and disclose with reasonable accuracy at any time the financial position of the Company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**Disclosure of information to auditors**

Each of the persons who are Trustees at the time when this Trustees' report is approved has confirmed that:

- so far as that trustee is aware, there is no relevant audit information of which the charity's auditors are unaware, and
- that trustee has taken all the steps that ought to have been taken as a trustee in order to be aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

**Auditors**

The auditors, PKF Smith Cooper Audit Limited, have indicated their willingness to continue in office. The designated Trustees will propose a motion reappointing the auditors at a meeting of the Trustees.

Approved by order of the members of the board of Trustees and signed on their behalf by:



**Mrs J Brunner**  
Chair of Trustees  
Date:

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(A company limited by guarantee)**

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF NOTTINGHAMSHIRE HOSPICE LIMITED**

**Opinion**

We have audited the financial statements of Nottinghamshire Hospice Limited (the 'charitable company') for the year ended 31 March 2023 which comprise the Statement of financial activities, the Balance sheet, the Statement of cash flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2023 and of its incoming resources and application of resources, including its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

**Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

**Conclusions relating to going concern**

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(A company limited by guarantee)**

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(CONTINUED)**

**Other information**

The other information comprises the information included in the Annual report other than the financial statements and our Auditors' report thereon. The trustees are responsible for the other information contained within the Annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

**Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters where the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the Trustees' report is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

**Responsibilities of trustees**

As explained more fully in the Trustees' responsibilities statement, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(A company limited by guarantee)**

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(CONTINUED)**

**Auditors' responsibilities for the audit of the financial statements**

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an Auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. Based on our understanding of the charitable company and industry, we identify the key laws and regulations affecting the charitable company. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below.

We identified that the principal risk of fraud or non-compliance with laws and regulations related to:

- Management bias in respect of accounting estimates and judgements made;
- Management override of control;
- Posting of unusual journals or transactions

We focussed on those areas that could give rise to a material misstatement in the charitable company's financial statements. Our procedures included, but were not limited to:

- Enquiry of management and those charged with governance around actual and potential litigation and claims, including instances of non-compliance with laws and regulations and fraud;
- Reviewing minutes of meetings of those charged with governance where available;
- Reviewing legal expenditure in the year to identify instances of non-compliance with laws and regulations and fraud;
- Reviewing financial statement disclosures and testing to supporting documentation to assess compliance with applicable laws and regulations;
- Performing audit work over the risk of management override of controls, including testing of journal entries and other adjustments for appropriateness, evaluating the business rationale of significant transactions outside the normal course of business and reviewing accounting estimates for bias.

It is the primary responsibility of management, with the oversight of those charged with governance, to ensure that the entity's operations are conducted in accordance with the provisions of laws and regulations and for the prevention and detection of fraud.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our Auditors' report.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(A company limited by guarantee)**

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(CONTINUED)**

**Use of our report**

This report is made solely to the charitable company's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charitable company's trustees those matters we are required to state to them in an Auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members, as a body, for our audit work, for this report, or for the opinions we have formed.

**PKF Smith Cooper Audit Limited**

Statutory Auditors  
2 Lace Market Square  
Nottingham  
NG1 1PB

Date:

PKF Smith Cooper Audit Limited are eligible to act as auditors in terms of section 1212 of the Companies Act 2006.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
(A company limited by guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)  
FOR THE YEAR ENDED 31 MARCH 2023**

	Note	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
<b>Income from:</b>					
Donations and legacies	3	540,799	220,988	761,787	1,638,032
Charitable activities	4	1,446,044	-	1,446,044	1,404,602
Raising funds	5	1,068,025	-	1,068,025	973,863
Investments	6	31,757	-	31,757	14,309
<b>Total income</b>		<b>3,086,625</b>	<b>220,988</b>	<b>3,307,613</b>	<b>4,030,806</b>
<b>Expenditure on:</b>					
Raising funds	7	1,169,861	-	1,169,861	1,092,682
Charitable activities	8	2,356,609	271,134	2,627,743	2,679,218
<b>Total expenditure</b>		<b>3,526,470</b>	<b>271,134</b>	<b>3,797,604</b>	<b>3,771,900</b>
<b>Net (expenditure)/income before net (losses)/gains on investments</b>		<b>(439,845)</b>	<b>(50,146)</b>	<b>(489,991)</b>	<b>258,906</b>
Net (losses)/gains on investments		(76,087)	-	(76,087)	7,576
<b>Net movement in funds</b>		<b>(515,932)</b>	<b>(50,146)</b>	<b>(566,078)</b>	<b>266,482</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward		3,027,166	773,268	3,800,434	3,533,952
Net movement in funds		(515,932)	(50,146)	(566,078)	266,482
<b>Total funds carried forward</b>		<b>2,511,234</b>	<b>723,122</b>	<b>3,234,356</b>	<b>3,800,434</b>

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

The notes on pages 20 to 36 form part of these financial statements.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(A company limited by guarantee)**  
**REGISTERED NUMBER: 01509313**

**BALANCE SHEET**  
**AS AT 31 MARCH 2023**

	Note	2023 £	2022 £
<b>Fixed assets</b>			
Tangible assets	13	905,578	1,043,784
Investments	14	947,062	1,015,498
		1,852,640	2,059,282
<b>Current assets</b>			
Stocks		8,236	895
Debtors	15	305,509	607,200
Cash at bank and in hand		1,228,235	1,318,626
		1,541,980	1,926,721
Creditors: amounts falling due within one year	16	(160,264)	(185,569)
<b>Net current assets</b>		1,381,716	1,741,152
<b>Total assets less current liabilities</b>		3,234,356	3,800,434
<b>Total net assets</b>		3,234,356	3,800,434
<b>Charity funds</b>			
Restricted funds	20	723,122	773,268
Unrestricted funds	20	2,511,234	3,027,166
<b>Total funds</b>		3,234,356	3,800,434

The entity was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the entity to obtain an audit for the year in question in accordance with section 476 of the Companies Act 2006.

However, an audit is required in accordance with section 144 of the Charities Act 2011.

The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(A company limited by guarantee)**  
**REGISTERED NUMBER: 01509313**

**BALANCE SHEET (CONTINUED)**  
**AS AT 31 MARCH 2023**

The financial statements were approved and authorised for issue by the trustees and signed on their behalf by:



**Mrs J Brunner**  
Trustee  
Date:



**Mr C Peacock**  
Trustee

The notes on pages 20 to 36 form part of these financial statements.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
(A company limited by guarantee)

**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 31 MARCH 2023**

	2023 £	2022 £
<b>Cash flows from operating activities</b>		
Net cash (used in)/provided by operating activities	(97,848)	440,684
<b>Cash flows from investing activities</b>		
Dividends, interests and rents from investments	31,757	14,309
Proceeds from the sale of property, plant and equipment	8,300	-
Purchase of property, plant and equipment	(24,949)	(57,298)
Proceeds from sale of investments	190,856	139,535
Purchase of investments	(198,507)	(639,535)
<b>Net cash provided by/(used in) investing activities</b>	<b>7,457</b>	<b>(542,989)</b>
<b>Cash flows from financing activities</b>		
<b>Net cash provided by financing activities</b>	<b>-</b>	<b>-</b>
<b>Change in cash and cash equivalents in the year</b>	<b>(90,391)</b>	<b>(102,305)</b>
Cash and cash equivalents at the beginning of the year	1,318,626	1,420,931
<b>Cash and cash equivalents at the end of the year</b>	<b>1,228,235</b>	<b>1,318,626</b>

The notes on pages 20 to 36 form part of these financial statements

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(A company limited by guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2023**

**1. General information**

The charity is a company limited by guarantee and is incorporated in England and Wales.

The address of its registered office is:

Fernleigh  
384 Woodborough Road  
Nottingham  
NG3 4JF

**2. Accounting policies**

**2.1 Charity status**

The charity is a company limited by guarantee and has no share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

**2.2 Basis of preparation of financial statements**

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Nottinghamshire Hospice Limited meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

The financial statements are presented in Sterling, which is the functional currency of the company, and are rounded to the nearest £1.

**2.3 Income**

All income is recognised once the Company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

The recognition of income from legacies is dependent on establishing entitlement, the probability of receipt and the ability to estimate with sufficient accuracy the amount receivable. Evidence of entitlement to a legacy exists when the Company has sufficient evidence that a gift has been left to them (through knowledge of the existence of a valid will and the death of the benefactor) and the executor is satisfied that the property in question will not be required to satisfy claims in the estate. Receipt of a legacy must be recognised when it is probable that it will be received and the fair value of the amount receivable, which will generally be the expected cash amount to be distributed to the Company, can be reliably measured.

Grants are included in the Statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(A company limited by guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2023**

**2. Accounting policies (continued)**

**2.4 Expenditure**

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

Expenditure on raising funds includes all expenditure incurred by the Company to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Company's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

**2.5 Government grants**

Government grants relating to tangible fixed assets are treated as deferred income and released to the Statement of financial activities over the expected useful lives of the assets concerned. Other grants are credited to the Statement of financial activities as the related expenditure is incurred.

**2.6 Tangible fixed assets and depreciation**

Tangible fixed assets costing £NIL or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives.

Depreciation is provided on the following bases:

Freehold interest in land & buildings	- 4% straight line
Short leasehold and other interests in land & buildings	- 33.33% straight line
Plant and machinery including motor vehicles	- 33.33 or 20% straight line
Fixtures, fittings and equipment	- 33.33 or 20% straight line

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(A company limited by guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2023**

**2. Accounting policies (continued)**

**2.7 Investments**

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance sheet date, unless the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as 'Gains/(Losses) on investments' in the Statement of financial activities.

**2.8 Stocks**

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads.

**2.9 Debtors**

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**2.10 Cash at bank and in hand**

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**2.11 Liabilities and provisions**

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of financial activities as a finance cost.

**2.12 Financial instruments**

The Company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(A company limited by guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2023**

**2. Accounting policies (continued)**

**2.13 Finance leases and hire purchase**

Assets obtained under hire purchase contracts and finance leases are capitalised as tangible fixed assets. Assets acquired by finance lease are depreciated over the shorter of the lease term and their useful lives. Assets acquired by hire purchase are depreciated over their useful lives. Finance leases are those where substantially all of the benefits and risks of ownership are assumed by the Company. Obligations under such agreements are included in creditors, net of the finance charge allocated to future periods. The finance element of the rental payment is charged to the Statement of financial activities so as to produce a constant periodic rate of charge on the net obligation outstanding in each period.

**2.14 Operating leases**

Rentals paid under operating leases are charged to the Statement of financial activities on a straight-line basis over the lease term.

**2.15 Pensions**

The Company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Company to the fund in respect of the year.

**2.16 Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the Company and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2023**

**3. Income from donations and legacies**

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £	<i>Total funds 2022 £</i>
Donations	78,852	-	78,852	42,382
Legacies	345,932	-	345,932	417,875
Other grants	116,015	220,988	337,003	577,399
Government grants	-	-	-	38,568
Hospice UK grants	-	-	-	561,808
	<u>540,799</u>	<u>220,988</u>	<u>761,787</u>	<u>1,638,032</u>

**4. Income from charitable activities**

	Unrestricted funds 2023 £	Total funds 2023 £	<i>Total funds 2022 £</i>
Payments from government or public authorities in the normal course of trading	<u>1,446,044</u>	<u>1,446,044</u>	<u>1,404,602</u>

**5. Income from raising funds**

	Unrestricted funds 2023 £	Total funds 2023 £	<i>Total funds 2022 £</i>
Shop income	939,890	939,890	782,268
Warehouse takings	1,460	1,460	23,779
Fundraising - events	60,781	60,781	100,981
Lottery membership income	65,894	65,894	66,835
	<u>1,068,025</u>	<u>1,068,025</u>	<u>973,863</u>

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2023**

**6. Investment income**

	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Income from listed investments	14,129	14,129	14,182
Bank interest receivable	17,628	17,628	127
	31,757	31,757	14,309

**7. Expenditure on raising funds**

**Retail activities**

	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Costs of goods sold	10,615	10,615	4,085
Other direct costs	15,517	15,517	14,560
Establishment costs	232,782	232,782	226,811
Repairs and maintenance	92,208	92,208	28,924
Depreciation of tangible fixed assets	24,221	24,221	26,796
Office expenses	16,970	16,970	30,766
Bank charges	5,687	5,687	3,473
Legal and professional costs	13,392	13,392	20
Wages and salaries	461,365	461,365	491,252
NI	35,938	35,938	35,516
Pension costs	14,333	14,333	16,313
	923,028	923,028	878,516

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2023**

**7. Expenditure on raising funds (continued)**

**Fundraising events**

	Unrestricted funds 2023 £	Total funds 2023 £	<i>Total funds 2022 £</i>
Cost of fundraising events	17,024	17,024	14,612
Other direct costs	4,310	4,310	2,860
Office expenses	10,272	10,272	12,210
Bank charges	1,017	1,017	287
Administration of investments	8,144	8,144	5,542
Wages and salaries	185,956	185,956	162,011
NI	14,485	14,485	11,774
Pension costs	5,482	5,482	4,806
	<u>246,690</u>	<u>246,690</u>	<u>214,102</u>

**Lottery**

	Unrestricted funds 2023 £	Total funds 2023 £	<i>Total funds 2022 £</i>
Lottery prizes	<u>143</u>	<u>143</u>	<u>64</u>

**8. Analysis of expenditure on charitable activities**

**Summary by fund type**

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	<i>Total 2022 £</i>
Provision of hospice services	<u>2,356,609</u>	<u>271,134</u>	<u>2,627,743</u>	<u>2,679,218</u>

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2023**

**9. Analysis of expenditure by activities**

	Activities undertaken directly 2023 £	Support costs 2023 £	Total funds 2023 £	Total funds 2022 £
Provision of hospice services	1,828,596	799,147	2,627,743	2,679,218
<i>Total 2022</i>	<u>1,985,336</u>	<u>693,882</u>	<u>2,679,218</u>	

**Analysis of direct costs**

	Total funds 2023 £	Total funds 2022 £
Staff costs	1,598,179	1,680,262
Donations made	-	30,000
Depreciation	108,890	113,885
Direct hospice services	121,527	161,189
	<u>1,828,596</u>	<u>1,985,336</u>

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2023**

**9. Analysis of expenditure by activities (continued)**

**Analysis of support costs**

	Total funds 2023 £	Total funds 2022 £
Staff costs	528,291	491,507
Depreciation	54,265	58,197
Auditors' remuneration	16,158	13,383
Marketing	25,014	8,982
Legal and professional	7,023	8,601
IT costs	58,972	28,010
Sundry expenses	38,158	23,091
Premises expenses	36,641	34,915
Recruitment and training	34,625	27,196
	<u>799,147</u>	<u>693,882</u>

**10. Auditors' remuneration**

	2023 £	2022 £
Fees payable to the Company's auditor for the audit of the Company's annual accounts	11,050	9,000
Fees payable to the Company's auditor in respect of: Non-audit services: statutory accounts preparation	<u>2,050</u>	<u>1,900</u>

**11. Staff costs**

	2023 £	2022 £
Wages and salaries	2,566,843	2,622,565
Social security	199,943	189,601
Other pension costs	77,243	81,275
	<u>2,844,029</u>	<u>2,893,441</u>

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(A company limited by guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2023**

**11. Staff costs (continued)**

The average number of persons employed by the Company during the year was as follows:

	2023 No.	2022 No.
Management & support staff	26	21
Clinical services	73	90
Retail services	24	27
	<u>123</u>	<u>138</u>

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000 was:

	2023 No.	2022 No.
In the band £60,001 - £70,000	2	-
In the band £80,001 - £90,000	-	1
In the band £90,001 - £100,000	1	-

**12. Trustees' remuneration and expenses**

During the year, no trustees received any remuneration or other benefits (2022 - £NIL).

During the year ended 31 March 2023, expenses totalling £NIL were reimbursed or paid directly to trustees (2022 - £NIL).

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2023**

**13. Tangible fixed assets**

	Freehold interest in land and buildings £	Short leasehold and other interests in land and buildings £	Plant and machinery including motor vehicles £	Fixtures, fittings and equipment £	Total £
<b>Cost</b>					
At 1 April 2022	2,096,761	89,165	132,476	764,669	3,083,071
Additions	-	-	-	24,949	24,949
Disposals	-	(89,165)	(69,409)	(417,814)	(576,388)
At 31 March 2023	<u>2,096,761</u>	<u>-</u>	<u>63,067</u>	<u>371,804</u>	<u>2,531,632</u>
<b>Depreciation</b>					
At 1 April 2022	1,203,528	89,165	118,065	628,529	2,039,287
Charge for the year	71,306	-	11,806	80,043	163,155
On disposals	-	(89,165)	(69,409)	(417,814)	(576,388)
At 31 March 2023	<u>1,274,834</u>	<u>-</u>	<u>60,462</u>	<u>290,758</u>	<u>1,626,054</u>
<b>Net book value</b>					
At 31 March 2023	<u>821,927</u>	<u>-</u>	<u>2,605</u>	<u>81,046</u>	<u>905,578</u>
At 31 March 2022	<u>893,233</u>	<u>-</u>	<u>14,411</u>	<u>136,140</u>	<u>1,043,784</u>

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2023**

**14. Fixed asset investments**

	Listed investments £	Cash deposits £	Total £
<b>Cost or valuation</b>			
At 1 April 2022	1,000,945	14,553	1,015,498
Additions	86,102	110,429	196,531
Disposals	(80,612)	(108,268)	(188,880)
Revaluations	(76,087)	-	(76,087)
At 31 March 2023	<u>930,348</u>	<u>16,714</u>	<u>947,062</u>
<b>Net book value</b>			
At 31 March 2023	930,348	16,714	947,062
At 31 March 2022	<u>1,000,945</u>	<u>14,553</u>	<u>1,015,498</u>

**15. Debtors**

	2023 £	2022 £
<b>Due within one year</b>		
Trade debtors	-	17,430
Other debtors	83,496	63,731
Prepayments and accrued income	222,013	526,039
	<u>305,509</u>	<u>607,200</u>

**16. Creditors: Amounts falling due within one year**

	2023 £	2022 £
Trade creditors	72,146	74,017
Taxation and social security	45,859	45,538
Obligations under finance lease and hire purchase contracts	-	3,545
Other creditors	17,887	17,393
Accruals and deferred income	24,372	45,076
	<u>160,264</u>	<u>185,569</u>

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(A company limited by guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2023**

**17. Pension commitments**

The Company operates a defined contribution pension scheme. The pension costs charge for the period represents contributions payable by the charity to the scheme and amounted to £77,243 (2022 - £81,275).

Contributions totalling £19,087 (2022 - £17,760) were payable to the scheme at the end of the period and are included in creditors.

**18. Operating lease commitments**

At 31 March 2023 the Company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2023 £	2022 £
Not later than 1 year	67,431	89,667
Later than 1 year and not later than 5 years	37,502	89,132
	<u>104,933</u>	<u>178,799</u>

**19. Related party transactions**

**Controlling party**

The Company is controlled by the trustees who are all directors of the Company.

The Company has not entered into any related party transaction during the year, nor are there any outstanding balances owing between related parties and the Company at 31 March 2023.

**Key management personnel**

Total employee benefits paid to key management personnel was £372,869 (2022 - £218,875).

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2023**

**20. Statement of funds**

**Statement of funds - current year**

	Balance at 1 April 2022 £	Income £	Expenditure £	Gains/ (Losses) £	Balance at 31 March 2023 £
<b>Unrestricted funds</b>					
<b>Designated funds</b>					
Fixed assets	290,518	24,949	(100,509)	-	214,958
Designated Funds	1,320,610	-	(393,933)	-	926,677
	<u>1,611,128</u>	<u>24,949</u>	<u>(494,442)</u>	<u>-</u>	<u>1,141,635</u>
<b>General funds</b>					
General Funds - all funds	1,416,038	3,061,676	(3,032,028)	(76,087)	1,369,599
	<u>3,027,166</u>	<u>3,086,625</u>	<u>(3,526,470)</u>	<u>(76,087)</u>	<u>2,511,234</u>
<b>Restricted funds</b>					
Bathroom refurbishments	25,049	-	(1,855)	-	23,194
Department of Health	518,930	-	(36,930)	-	482,000
Dignity in care	109,040	-	(10,146)	-	98,894
Horizons of Hope - Phase III	70,110	-	(4,113)	-	65,997
Bereavement Support	-	42,500	(10,000)	-	32,500
Hospice extension	1,004	-	(133)	-	871
Kitchen	1,467	-	(314)	-	1,153
The Lady Evelyn and Sir Joseph Pope Fund	1,134	-	(81)	-	1,053
Reception area refurbishment	9,201	-	(407)	-	8,794
Hospice night support (previously PORT)	-	178,488	(178,488)	-	-
Mobile digitalisation	17,333	-	(8,667)	-	8,666
Complementary therapy	20,000	-	(20,000)	-	-
	<u>773,268</u>	<u>220,988</u>	<u>(271,134)</u>	<u>-</u>	<u>723,122</u>
<b>Total of funds</b>	<u><u>3,800,434</u></u>	<u><u>3,307,613</u></u>	<u><u>(3,797,604)</u></u>	<u><u>(76,087)</u></u>	<u><u>3,234,356</u></u>

Our designated funds are separate from our core care work income, they provide ring-fenced funding that we use to invest in and support new care initiatives that deliver lasting benefits for our patients, their families and carers.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2023**

**20. Statement of funds (continued)**

**Statement of funds - prior year**

	At 1 April 2021 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	At 31 March 2022 £
<b>Unrestricted funds</b>						
<b>Designated funds</b>						
Fixed assets	366,468	31,298	(107,248)	-	-	290,518
Designated Funds	-	561,808	(140,329)	899,131	-	1,320,610
	<u>366,468</u>	<u>593,106</u>	<u>(247,577)</u>	<u>899,131</u>	<u>-</u>	<u>1,611,128</u>
<b>General funds</b>						
General Funds - all funds	1,466,282	3,027,573	(3,085,393)	-	7,576	1,416,038
	<u>1,466,282</u>	<u>3,027,573</u>	<u>(3,085,393)</u>	<u>-</u>	<u>7,576</u>	<u>1,416,038</u>
<b>Total Unrestricted funds</b>	<u>1,832,750</u>	<u>3,620,679</u>	<u>(3,332,970)</u>	<u>899,131</u>	<u>7,576</u>	<u>3,027,166</u>
<b>Restricted funds</b>						
Bathroom refurbishments	26,904	-	(1,855)	-	-	25,049
Department of Health	555,860	-	(36,930)	-	-	518,930
Dignity in care	119,186	-	(10,146)	-	-	109,040
Horizons of Hope - Phase III	74,223	-	(4,113)	-	-	70,110
Hospice extension	1,137	-	(133)	-	-	1,004
Kitchen	1,781	-	(314)	-	-	1,467
Small equipment	2,049	-	(2,049)	-	-	-
Lady Evelyn & Sir Joseph Pope	1,215	-	(81)	-	-	1,134
PHE	899,131	-	-	(899,131)	-	-
Reception area refurbishment	9,608	-	(407)	-	-	9,201
Hospice night support	7,602	360,117	(367,719)	-	-	-
Mansfield & Ashfield	1,829	-	(1,829)	-	-	-
Other	677	-	(677)	-	-	-
Mobile digitalisation	-	26,000	(8,667)	-	-	17,333
Complementary therapy	-	24,010	(4,010)	-	-	20,000
	<u>1,701,202</u>	<u>410,127</u>	<u>(438,930)</u>	<u>(899,131)</u>	<u>-</u>	<u>773,268</u>
<b>Total of funds</b>	<u>3,533,952</u>	<u>4,030,806</u>	<u>(3,771,900)</u>	<u>-</u>	<u>7,576</u>	<u>3,800,434</u>

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2023**

**21. Analysis of net assets between funds**

**Analysis of net assets between funds - current year**

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £
Tangible fixed assets	214,956	690,622	905,578
Fixed asset investments	947,062	-	947,062
Current assets	1,509,480	32,500	1,541,980
Creditors due within one year	(160,264)	-	(160,264)
<b>Total</b>	<b>2,511,234</b>	<b>723,122</b>	<b>3,234,356</b>

**Analysis of net assets between funds - prior year**

	<i>Unrestricted funds 2022 £</i>	<i>Restricted funds 2022 £</i>	<i>Total funds 2022 £</i>
Tangible fixed assets	290,516	753,268	1,043,784
Fixed asset investments	1,015,498	-	1,015,498
Current assets	1,906,721	20,000	1,926,721
Creditors due within one year	(185,569)	-	(185,569)
<b>Total</b>	<b>3,027,166</b>	<b>773,268</b>	<b>3,800,434</b>

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2023**

**22. Reconciliation of net movement in funds to net cash flow from operating activities**

	2023 £	2022 £
Net (expenditure)/income for the year (as per Statement of Financial Activities)	(566,078)	266,482
<b>Adjustments for:</b>		
Depreciation charges	163,155	172,082
Losses/(gains) on investments	76,087	(7,576)
Dividends, interests and rents from investments	(31,757)	(14,309)
Profit on the sale of fixed assets	(8,300)	-
Increase in stocks	(7,341)	(895)
Decrease in debtors	301,691	40,966
Decrease in creditors	(25,305)	(16,066)
<b>Net cash (used in)/provided by operating activities</b>	<b>(97,848)</b>	<b>440,684</b>

**23. Analysis of cash and cash equivalents**

	2023 £	2022 £
Cash in hand	1,228,235	1,318,626
<b>Total cash and cash equivalents</b>	<b>1,228,235</b>	<b>1,318,626</b>

**24. Analysis of changes in net debt**

	At 1 April 2022 £	Cash flows £	At 31 March 2023 £
Cash at bank and in hand	1,318,626	(90,391)	1,228,235
Finance leases	(3,545)	3,545	-
	<b>1,315,081</b>	<b>(86,846)</b>	<b>1,228,235</b>

**THE NOTTINGHAMSHIRE HOSPICE LIMITED**

England & Wales - Charity number 509759

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# Accounts

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Registered number: 01509313  
Charity number: 509759

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
(A company limited by guarantee)

**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2022**

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(A company limited by guarantee)**

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**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(A company limited by guarantee)**

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS  
FOR THE YEAR ENDED 31 MARCH 2022**

<b>Trustees</b>	Mrs S Aziz Mr B Brady Mrs J Brunner Mr D Datta Dr V R Doel Mr M Holt Mr J Jankowski (resigned 3 August 2021) Mrs S Kesari Mr C Peacock Mrs J Richmond (resigned 15 February 2022) Mrs A Rowe Mr P Taylor Mr S Zindal
<b>Company registered number</b>	01509313
<b>Charity registered number</b>	509759
<b>Registered office</b>	Fernleigh 384 Woodborough Road Nottingham NG3 4JF
<b>Company secretary</b>	Mrs M B Holmes
<b>Independent auditors</b>	PKF Smith Cooper Audit Limited Statutory Auditors 2 Lace Market Square Nottingham NG1 1PB
<b>Bankers</b>	Barclays Bank Plc PO Box 18 High Street Nottingham NG1 6FF
<b>Solicitors</b>	Freeths LLP Cumberland Court 80 Mount Street Nottingham NG1 6HH

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(A company limited by guarantee)**

**TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2022**

The Trustees present their Annual report together with the audited financial statements of the Company for the year 1 April 2021 to 31 March 2022. The Annual report serves the purposes of both a Trustees' report and a Directors' report under company law. The Trustees confirm that the Annual report and financial statements of the charitable Company comply with the current statutory requirements, the requirements of the charitable Company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the Company qualifies as small under section 382 of the Companies Act 2006, the Strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

### **Introduction**

2021-22 has been an important year for Nottinghamshire Hospice, with much to be proud of. We have continued to adapt our services to meet the needs of the communities we serve, and as we emerge from the pandemic, we have seen a significant increase in demand for our services, especially bereavement and carer support. Our services are increasingly relevant and important for people facing the end of their life, the vast majority of whom wish to die in their own home.

In the summer of 2021, we welcomed patients back into the building to benefit from our redesigned day services, whilst continuing to deliver the daytime community visits into patients' homes, which we started in response to the pandemic. It has been wonderful to hear laughter ringing through the Hospice building again after so many months of lockdown.

The pandemic has clearly caused substantial worldwide challenges, especially for healthcare services, global economies and mental wellbeing. The contrast in outcomes for people from different communities has never been so stark. We were delighted to appoint an Equality, Diversity and Inclusion (EDI) Lead this year to help identify ways we can ensure our services are equipped to meet the needs of the people of Nottingham and Nottinghamshire and work towards ensuring our staff and volunteers represent the wealth of diversity in our communities. Initial benchmarking shows we are making good progress and this will inform our EDI strategy going forwards.

During the year we have appointed a new Director of Care, Director of Income Generation and Director of People Services, ensuring we have the organisational capability to achieve our strategic objectives and we are in a strong position to maximise the opportunities and overcome the challenges in future years. Our new Care strategy is under way and more information about our Care services can be found in our Quality Account.

The pandemic and challenging economic environment had a significant impact on our ability to raise much needed funds for the charity. We are fortunate that we ended the year in a strong financial position and with a surplus. This was predominantly due to a grant from Hospice UK awarded to fund our ongoing support of the NHS through the pandemic. However, the fundraising environment continues to be difficult, and we will need to give great regard to finance in the coming years, which we know will be challenging.

During the year we said farewell to our Trustee Jenifer Richmond and we thank her for her invaluable service as member of the Board. As part of our ongoing commitment to good governance we retendered the contract for our auditors and appointed PKF Smith Cooper. My thanks go to Page Kirk who were our previous auditors for their support and diligence over a number of years.

I would like to thank our NHS Commissioners and Charity and Community Partners who we have worked with throughout the year to continue to build our support, influence and presence locally. Lastly, I would like to personally thank all of our hospice teams, our army of wonderful volunteers who give of their time and all our generous supporters, for all they do to support Nottinghamshire Hospice and our mission to add life to days.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
(A company limited by guarantee)

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2022**

**Objectives and activities**

**a. Policies and objectives**

**Our Vision**

Everyone in Nottinghamshire should have a good death. For them and their loved-ones, our end-of-life care and support will be a beacon of hope and excellence in fulfilling this right.

**Our Mission**

To provide Hospice Care in all our communities, led and informed by their needs, striving to add life to every day by:

- providing therapy-based support to enable people to live well and understand the changes they will experience in their lives, their families, carers and communities;
- Hospice in your Home available in every community;
- promoting independence and recovery through appropriate bereavement care; and
- working with partners and our communities to increase understanding of palliative and end of life care.

**Our Values**

- **Care:** Providing the right care, at the right time, in the right place by the right person.
- **Acceptance:** Accepted in all our diverse communities by growing trust and understanding.
- **Resilience:** Building resilience in our patients, carers, families, staff and volunteers to cope and thrive.
- **Empathy:** Understanding that loss, grief and bereavement is unique to each individual and respecting their needs.

**Our Objectives**

Our charitable purpose is to promote care and treatment of the chronically ill; especially those in the palliative stage of their illness as well as support and care for families or carers of the bereaved. Specifically, we aim to do this for people residing within a 25 mile radius of the Hospice building at 384 Woodborough Road, Nottingham NG3 4JF.

We demonstrate this by providing high quality care, 7 days a week and 365 days of the year through a portfolio of services:

- co-ordinating care and case management for all Nottinghamshire communities in collaboration with the wider healthcare community, supporting self-referral and overcoming barriers people experience in gaining support at a challenging time;
- providing people with daily care and support at a purpose designed Wellbeing and Therapy Centre offering bespoke experiences and wellbeing sessions;
- providing palliative nursing care in patients' homes, supporting them, their loved ones and carers to experience a good death led by their needs and wishes via our Hospice in your Home and Hospice Night Support;
- caring for Carers by providing emotional support, advice and guidance for people who are relatives or friends of a patient through a holistic approach;
- providing emotional, psychological support and counselling for those who are dying, those who are bereaved and those affected by a death resulting from terminal or life limiting illness;
- offering information and support access points through our community shops;
- providing a comprehensive range of supporter care and engagement services which support the growth of voluntary income needed to enable the provision of services; and
- offering our compassionate local community the opportunity to gain volunteer experience while also responding to citizens' life challenges including isolation, poor mental health and entry or re-entry into the employment market.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2022**

**Objectives and activities (continued)**

**Criteria for Measuring Success**

The Trustees' criteria for measuring success are as follows:

- that we are able to deliver services our patients need;
- that we are able to develop our services to reach more people who could benefit from them; and
- that we are able to control our costs and achieve a level of income that enables us to ensure sustainability for the future.

Our 2020-2025 Strategic Objectives are:

- be a recognised centre of excellence for patients requiring community palliative care;
- lead and promote positive conversations about death to build community resilience;
- deliver visible and inclusive access to end of life services across all communities in Nottinghamshire; and
- have in place a robust and sustainable business model which supports our strategy for delivery of end of life services throughout Nottinghamshire.

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission.

**b. Main activities undertaken to further the Company's purposes for the public benefit**

At each Trustee Board Meeting, Trustees, in consultation with the Senior Management Team, develop and review our objectives and activities. Careful consideration is given to our governing document and the Charity Commission's guidance on the public benefit requirements under the Charities Act 2011.

As described above we provide public benefit through the operation of a portfolio of services which do not discriminate against any element of our communities; respecting how these may be described by their constituent members, and specifically providing support for those who are in need of palliative and end of life care.

The Board of Trustees further the charity's purpose by having in place a range of strategies that enable us to achieve our aims and objectives. These relate to:

- clinical services including standard operating processes;
- financials including the treatment of reserves and investments;
- integrated governance of clinical and corporate divisions;
- retail;
- fundraising and wider income generation;
- human resources;
- marketing and communications; and
- resource management including health and safety.

**Achievements and performance**

**a. Review of activities**

This year we have consolidated our work in developing a robust leadership team and staffing model, improving our governance and delivering excellent care.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
(A company limited by guarantee)

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2022**

**Achievements and performance (continued)**

**Effective Staff**

We have made 3 Senior Management appointments this year to drive achievement of our strategic objectives: Director of Care, Director of Income Generation and Director of People Services. We have also appointed a new Equality, Diversity and Inclusion Lead to explore opportunities for us to increase the diversity of the Hospice teams and service users. Initial benchmarking is positive and will help us build our Equality, Diversity and Inclusion strategy.

**Volunteers**

Volunteering at Nottinghamshire Hospice is vital in enabling us to provide outstanding care. We are successfully exploring different ways of engaging and recruiting volunteers who more widely represent the population we serve, and the team is optimistic and enthusiastic about enhancing the size and diversity of our volunteer services.

In 2021-2022 Volunteer Services have increased both the opportunities available for our volunteers and the level of training to support them in their roles. All are given a comprehensive induction at the Hospice and access to the online training platform to enable them to complete the relevant modules in their own time.

**Funding our Work**

The Hospice has a blended approach to income generation. This is in line with good management practice but is also underpinned by the belief expressed by Dame Cicely Saunders that – 'A Hospice should always be able to focus on the needs of a patient, and needs a range of different types of income, statutory, restricted, and non-restricted to ensure it is able to remain vibrant, independent and person centred.'

Despite challenges in retail and fundraising, a significant grant from Hospice UK contributed to our position resulting in a financial surplus. We express our thanks to all donors and supporters for their ongoing confidence and commitment.

**Retail**

The retail team had a challenging year of trading due to the pandemic. As consumer confidence returned to the high street we were still low on volunteer numbers which impacted on our ability to open to the full trading hours. However, ongoing recruitment of retail volunteers is replenishing the shifts which have remained vacant, and we remain positive. We piloted some creative ideas within the retail team such as gift cards, on-line selling, furniture sales and market stalls to test the market subject to our retail strategy being completed for launch in 22/23.

**Fundraising**

The fundraising team too met with significant challenges in 2021-22 due to the reduction in fundraising opportunities during the year. Cancellation of events and challenges resulted in a lower income than forecast within fundraising.

The challenges which face the wider voluntary sector have been felt keenly at the Hospice, however the diligence and commitment of the fundraising team have been essential in overcoming and learning from these experiences.

"Your Hospice Lottery" continues to run our lottery fundraising and we have a regular number of players which creates consistent income.

**Contracting**

The Hospice continues to be the leading provider of community-based end of life and palliative care across our city and county. The external environment continues to adapt to the post-pandemic situation with future changes anticipated in 2022 and beyond. Our contracts with the NHS commissioners have been extended to 2023 in anticipation of contracts being changed to reflect provision across both the city and county with a single set of outcomes and targets. It will be essential for the Hospice to maintain the current levels of funding if services are to be sustained into the future.

We record our thanks to our commissioners and partners for their shared vision and commitment to our belief that everyone in our city and county has the right to a good death.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2022**

**Achievements and performance (continued)**

**PR and Media**

Our ability to share emotive, impactful and relevant stories about our patients, supporters and hospice developments has been well received and increased awareness of the work of Nottinghamshire Hospice.

During the year we received positive media coverage for our care, retail and fundraising activities including a feature on ITV Central TV on the opening of the GRACE unit, a series of articles in the Nottingham Post featuring patients, staff and volunteers, an outside broadcast on Radio Nottingham at our Sherwood shop and extensive coverage across all media of our London Virtual Marathon runners. We also achieved some coverage out of area in the Skegness, Leicester and Lincolnshire media.

**b. Key performance indicators**

Total income for the year is £4,030,806 compared to £4,534,267 in 2020/21. The variance in income relates to decrease in income from donations, legacies and charitable activities, however there was increased income from raising funds. In the year we received £415,750 from Public Health England via Hospice UK.

Total expenditure for the year is £3,771,900 compared to £3,619,348 2020/21. The variance in expenditure relates to increases in the provision of our services including an increase in the expense relating to Raising Funds which reflects the increased retail activity following the pandemic.

Total funds at the year-end were £3,800,434 (2021: £3,533,952). Unrestricted funds at the year-end were £3,027,166 (2021: £1,832,750) while restricted funds were £773,268 (2021: £1,701,202). Included within the unrestricted funds are designated funds totalling £1,611,128 (2021: £NIL). The total of this fund relates to the amount of unrestricted funds that has been invested in the functional fixed assets of the charity and income provided to support the NHS in its' Covid response.

Of the unrestricted funds, £290,518 relates to tangible fixed assets. These can only be realised once disposed of. Of the restricted funds, £753,268 relates to tangible fixed assets and can only be realised once disposed of.

**c. Investment policy and performance**

Each year the Trustees review the principles underpinning liquidity, investment and reserves to ensure that the levels set remain valid and relevant to the needs of the Hospice.

An annual Risk Assessment is completed in support of the Financial Strategy. It identifies what the liabilities are that the Hospice will face in relation to its general running costs.

The Risk Assessment sets the figure that the Hospice should retain in liquid funds (cash and investments) sufficient to meet:

- on-going commitments;
- 20% of the hospice running costs; and
- contingent liabilities.

In addition, it identifies the need for investment for growth to retain and increase the value of the Hospice's capital funds. The Board of Trustees will determine and agree the appropriate level of investment in development in line with the Strategic Development Plan, the Risk Assessment, and the Financial Strategy.

The Hospice generates income to provide services in line with its charitable purposes. Money is only held in reserve where it is to cover known liabilities, projected developments and to reasonably underpin long term security for the organisation and the users of its services.

The Hospice shall hold money available to assist the day-to-day cash-flow situation and to provide a level of cover in extreme and immediate circumstances. The level of that sum, proportionate to the level of funds held in

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
(A company limited by guarantee)

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2022**

**Achievements and performance (continued)**

other forms, will be determined by the Trustees.

The investments are managed by Brewin Dolphin and Rathbones on behalf of the Hospice, and they report to the Trustees biannually with any recommendations for improvement.

Total investment portfolio at year end stands at £1,015,498. Investments are held in managed portfolios with the objective of generating income and growth in value. Investments are made with a risk approach of "cautious with risk".

**d. Delivering excellent care**

The year in numbers:

**Care delivered during the year**

Total Patients receiving support	2,347
Hospice at Home referrals	1,680
Hospice at Home length of stay	18
Hospice at Home hours of care delivered	32,960
Hospice Night Support patients receiving support	844
Hospice Night Support hours of care delivered	6,378
Hospice Outreach and Discharge Support patients receiving support	583
Hospice Outreach and Discharge Support hours of care delivered	6,775
GRACE referrals	124
GRACE patient contacts	899
Hours of Therapy delivered	1,110

The pandemic clearly caused substantial global challenges, especially for healthcare services, economies and mental health resilience, and reinforced the contrast in health outcomes for people from different communities. Despite this, opportunities arose to rethink services, focus on staff wellbeing and use IT in new ways. We have actively embraced the learnings and opportunities from the pandemic in our delivery of services in 2021-22. In the summer of 2021, we welcomed patients back into the building for our redesigned day services, whilst continuing to deliver the daytime community visits to patients' homes we had started in response to the pandemic. One of the key objectives of our service is to enable people to die where they wish. Most people want to die in their own home and we facilitated 94.7% of people being able to achieve this.

We are also embedding a new pathway with East Midlands Ambulance Service, designed to reduce avoidable hospital admissions and enable people to stay in their homes. We have commissioned research into our night services with the University of Nottingham and started a quality improvement group involving a range of Hospice staff. We have continued to support our staff through clinical and restorative supervision and seen a significant uplift in engagement from the teams.

Our teams have been supported through the highly successful restorative supervision sessions we offer as well as an Employee Assistance Programme, and a full suite of training and development opportunities. We will build on this in coming years.

Feedback from service users and stakeholders is actively sought so that we may further enhance our services. Our Quality Account details this further but a selection of quotes is below:

"Nottinghamshire hospice are a phenomenal service, they help me in my job as a Macmillan nurse on a regular basis and help keep patients at home when this was their preferred place of care. They also helped me on a personal experience and were efficient, kind, compassionate, caring and an all-round exceptional service." Macmillan Nurse.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
(A company limited by guarantee)

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2022**

**Achievements and performance (continued)**

"Throughout the pandemic Nottinghamshire Hospice have continued to deliver service for patients with end of life care needs to support them to continue to receive community care to continue to deliver choice for patients and their families to remain in their own home. Nottinghamshire Hospice is essential to the delivery of care through their provision of Hospice at Home but are also central to our leadership of end-of-life care as a system in Mid-Notts, represented at board and clinical levels within End of Life Care Together." End of Life Care Together Partnership.

"Your presence calmed both of us enough for us to concentrate on being in the moment with Mum and let her pass with the dignity her life so richly deserved. Thank you from the bottom of our hearts."

"The support you gave her allowed the family to spend quality time with her and removed the worry of her being alone overnight. We will be eternally grateful to you all for your professional and skilled care"

"This service is a lifeline at a time when you don't know what to do. Last night they made us all settle after a very fraught few hours."

"All the staff have been wonderful. They've treated my dad with respect and dignity and care. They've been so cheerful and friendly in what must be a hard job. It's made things much easier for us."

"My mom received excellent care from the Nottinghamshire Hospice staff. The team provided support to the entire family too. Thank you so much."

**Support services**

Nottinghamshire Hospice Bereavement Support Service provides emotional and spiritual support as well as advice and information, for patients, friends and family that are affected by palliative diagnosis or bereavement. During 21-22 support was offered through one-to-one counselling, emotional support and through group activities. Demand for the service rose by 73% on the previous year. The service adapted to the pandemic by moving from face-to-face appointments to offering telephone and on-line sessions. This service development will be retained in the future as it gives patients choice and enables us to use volunteers from across the UK for the online sessions.

Client satisfaction with the service remains high, with 92% reporting they are extremely likely to recommend the services to others.

Service Figures from April 2021 and 31 March 2022:

The number of clients supported	331
The total number of hours providing 1:1 support	1309
The number of Hours providing counselling	594
The number of hours providing emotional support	715

**Financial review**

**a. Going concern**

After making appropriate enquiries, the Trustees have a reasonable expectation that the Company has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(A company limited by guarantee)**

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2022**

**b. Overview of financial operations**

The Trustees monitor the financial performance of the charity on a regular basis. This includes a review of cash generation and reserve levels aided by annual forecasts which include detailed profit and loss, balance sheet and cash flow forecasts. Monthly management accounts, which are narrated by the Treasurer and the Director of Finance and Resources at each Strategy and Corporate Governance subgroup as well as all Board meetings, are prepared and applied to the forecasts giving a rolling position for the charity. In addition, income and expenditure is reviewed throughout the year to ensure that on-going forecasts remain valid.

The Trustees therefore constantly monitor the going concern position of the charity and are satisfied that the 'going concern' principle applies.

They ensure that all financial resources are focused on increasing and sustaining care services, as well as ensuring a robust infrastructure is in place to support front line staff in caring for patients. Donations, income from shops and other charitable sources go directly towards patient care, ensuring everybody across Nottinghamshire will receive compassionate, community care when they most need it.

**c. Principal risks and uncertainties**

The Trustees have a Risk Management Strategy which comprises:

- an annual review of all the risks the charity may face;
- the establishment of systems and procedures to mitigate those risks;
- a bi-monthly review of major risks and mitigating actions; and
- the implementation of procedures designed to minimise any potential impact on the charity should any of the risks materialise.

A risk register has been prepared and a risk score attached to each of the risks identified, representing a combination of potential impact on the charity and likelihood of the risk materialising. All risks with a weighted score of 15 or more are deemed major risks and are monitored accordingly.

The key risks identified and our plans to address them are as follows:

- income generation may not meet the required target and there is a significant shortfall in the levels the levels required to support service delivery. An income generations strategy is in place to increase income from fundraising, retail and contractual sources.
- risks to staff safety during the delivery of community services during unsocial hours. Staff receive induction and training on personal safety. Through the night management and tracking is in place to assure staff safety.
- GDPR (General Data Protection Regulation) breach – mitigation: Policy in place, staff trained and the organisation has completed NHS Data Security Toolkit.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(A company limited by guarantee)**

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2022**

**Structure, governance and management**

**a. Constitution**

Nottinghamshire Hospice is a company limited by guarantee governed by its Memorandum and Articles of Association incorporated on 25 July 1980. It was amended for current governance arrangements on 20 July 2004 and further updated and adopted on 18 March 2008 and again on 4 February 2014. It is a registered charity with the Charity Commission and a company limited by guarantee registered with Companies House.

**b. Methods of appointment or election of trustees**

As set out in the Articles of Association, the charity is governed by a Board of Trustees (Council), consisting of between five and fifteen members. The Chair of the Board of Trustees (BOT) is nominated by the elected Trustees of the (BOT). Trustees have the power to co-opt other members as they feel appropriate. Co-opted members serve for a time limited period.

All of our Trustees at Nottinghamshire Hospice give freely of their time and their skills and knowledge are invaluable to us. I would like to send a personal thank you to each and every one of them for their commitment and support.

The Board of Trustees meet at least six times per year and in addition to full Board meetings they are also involved in relevant subgroups. These subgroups are the Quality and Safety subgroup and the Strategy and Corporate Governance subgroup. Both groups are chaired by Trustees and supported by managers, and work within terms of reference agreed by the Board of Trustees. The Trustees lead the strategic direction of the charity and act as an oversight board to the remunerated Senior Management Team who manage the operational aspects of the charity on a day-to-day basis.

None of the Trustees receives remuneration or other benefits from their work with the charity. Any personal interest a trustee or senior manager has within the charity must be disclosed to the full Board and an annual declaration of interests made.

**Plans for future periods**

During 2022-23 we will be focusing on embedding our Care, Retail, and Equality Diversity and Inclusion strategies and developing further plans to ensure we are meeting the end of life requirements of the community. This will include understanding the needs of patients following the changes to patterns of death due to the pandemic; understanding what fundraising will need to look like in the coming years; and renegotiating our NHS contracts as the changes across the commissioning landscape emerge.

Whilst the report relates to our performance in 2021-22, the impact of Covid 19 and the subsequent economic challenges faced in our communities, by our organisation and among our citizens is ongoing. We continue to remain vigilant and responsive to change.

Thank you all for your support of Nottinghamshire Hospice.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(A company limited by guarantee)**

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2022**

**Statement of trustees' responsibilities**

The Trustees (who are also the directors of the Company for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Company will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Company's transactions and disclose with reasonable accuracy at any time the financial position of the Company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**Disclosure of information to auditors**

Each of the persons who are Trustees at the time when this Trustees' report is approved has confirmed that:

- so far as that trustee is aware, there is no relevant audit information of which the charity's auditors are unaware, and
- that trustee has taken all the steps that ought to have been taken as a trustee in order to be aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

**Auditors**

The auditors, PKF Smith Cooper Audit Limited, have indicated their willingness to continue in office. The designated Trustees will propose a motion reappointing the auditors at a meeting of the Trustees.

Approved by order of the members of the board of Trustees and signed on their behalf by:



**Mrs J Brunner**  
Chair of Trustees  
Date: 11 October 2022

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(A company limited by guarantee)**

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF NOTTINGHAMSHIRE HOSPICE LIMITED**

**Opinion**

We have audited the financial statements of Nottinghamshire Hospice Limited (the 'charitable company') for the year ended 31 March 2022 which comprise the Statement of financial activities, the Balance sheet, the Statement of cash flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2022 and of its incoming resources and application of resources, including its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

**Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

**Conclusions relating to going concern**

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
(A company limited by guarantee)

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF NOTTINGHAMSHIRE HOSPICE LIMITED**  
(CONTINUED)

**Other information**

The other information comprises the information included in the Annual report other than the financial statements and our Auditors' report thereon. The trustees are responsible for the other information contained within the Annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

**Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters where the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the Trustees' report is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

**Responsibilities of trustees**

As explained more fully in the Trustees' responsibilities statement, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
(A company limited by guarantee)

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF NOTTINGHAMSHIRE HOSPICE LIMITED**  
(CONTINUED)

**Auditors' responsibilities for the audit of the financial statements**

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an Auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. Based on our understanding of the charitable company and industry, we identify the key laws and regulations affecting the charitable company. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below.

We identified that the principal risk of fraud or non-compliance with laws and regulations related to:

- Management bias in respect of accounting estimates and judgements made;
- Management override of control;
- Posting of unusual journals or transactions

We focussed on those areas that could give rise to a material misstatement in the charitable company's financial statements. Our procedures included, but were not limited to:

- Enquiry of management and those charged with governance around actual and potential litigation and claims, including instances of non-compliance with laws and regulations and fraud;
- Reviewing minutes of meetings of those charged with governance where available;
- Reviewing legal expenditure in the year to identify instances of non-compliance with laws and regulations and fraud;
- Reviewing financial statement disclosures and testing to supporting documentation to assess compliance with applicable laws and regulations;
- Performing audit work over the risk of management override of controls, including testing of journal entries and other adjustments for appropriateness, evaluating the business rationale of significant transactions outside the normal course of business and reviewing accounting estimates for bias. In particular; defined benefit pension liabilities.

It is the primary responsibility of management, with the oversight of those charged with governance, to ensure that the entity's operations are conducted in accordance with the provisions of laws and regulations and for the prevention and detection of fraud.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our Auditors' report.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(A company limited by guarantee)**

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(CONTINUED)**

**Use of our report**

This report is made solely to the charitable company's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charitable company's trustees those matters we are required to state to them in an Auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members, as a body, for our audit work, for this report, or for the opinions we have formed.

*PKF Smith Cooper Audit Limited*

**PKF Smith Cooper Audit Limited**  
Statutory Auditors  
2 Lace Market Square  
Nottingham  
NG1 1PB

13 October 2022

PKF Smith Cooper Audit Limited are eligible to act as auditors in terms of section 1212 of the Companies Act 2006.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
(A company limited by guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)  
FOR THE YEAR ENDED 31 MARCH 2022**

	Note	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
<b>Income from:</b>					
Donations and legacies	3	1,227,905	410,127	1,638,032	2,578,223
Charitable activities	4	1,404,602	-	1,404,602	1,507,236
Raising funds	5	973,863	-	973,863	435,322
Investments	6	14,309	-	14,309	13,486
<b>Total income</b>		<b>3,620,679</b>	<b>410,127</b>	<b>4,030,806</b>	<b>4,534,267</b>
<b>Expenditure on:</b>					
Raising funds	7	1,092,682	-	1,092,682	977,121
Charitable activities	8	2,240,288	438,930	2,679,218	2,642,227
<b>Total expenditure</b>		<b>3,332,970</b>	<b>438,930</b>	<b>3,771,900</b>	<b>3,619,348</b>
<b>Net income/(expenditure) before net gains on investments</b>					
		287,709	(28,803)	258,906	914,919
Net gains/(losses) on investments		7,576	-	7,576	63,483
<b>Net income/(expenditure)</b>		<b>295,285</b>	<b>(28,803)</b>	<b>266,482</b>	<b>978,402</b>
Transfers between funds	21	899,131	(899,131)	-	-
<b>Net movement in funds</b>		<b>1,194,416</b>	<b>(927,934)</b>	<b>266,482</b>	<b>978,402</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward		1,832,750	1,701,202	3,533,952	2,555,550
Net movement in funds		1,194,416	(927,934)	266,482	978,402
<b>Total funds carried forward</b>		<b>3,027,166</b>	<b>773,268</b>	<b>3,800,434</b>	<b>3,533,952</b>

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

The notes on pages 20 to 36 form part of these financial statements.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(A company limited by guarantee)**  
**REGISTERED NUMBER: 01509313**

**BALANCE SHEET**  
**AS AT 31 MARCH 2022**

	Note	2022 £	2021 £
<b>Fixed assets</b>			
Tangible assets	13	1,043,784	1,158,568
Investments	14	1,015,498	507,922
		2,059,282	1,666,490
<b>Current assets</b>			
Stocks		895	-
Debtors	15	607,200	639,003
Cash at bank and in hand		1,318,626	1,420,931
		1,926,721	2,059,934
Creditors: amounts falling due within one year	16	(185,569)	(188,924)
		1,741,152	1,871,010
<b>Net current assets</b>		1,741,152	1,871,010
<b>Total assets less current liabilities</b>		3,800,434	3,537,500
Creditors: amounts falling due after more than one year	17	-	(3,548)
<b>Total net assets</b>		3,800,434	3,533,952
<b>Charity funds</b>			
Restricted funds	21	773,268	1,701,202
Unrestricted funds	21	3,027,166	1,832,750
<b>Total funds</b>		3,800,434	3,533,952

The entity was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the entity to obtain an audit for the year in question in accordance with section 476 of the Companies Act 2006.

However, an audit is required in accordance with section 144 of the Charities Act 2011.

The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
(A company limited by guarantee)  
REGISTERED NUMBER: 01509313

**BALANCE SHEET (CONTINUED)**  
**AS AT 31 MARCH 2022**

The financial statements were approved and authorised for issue by the trustees and signed on their behalf by:



**Mrs J Brunner**  
Trustee  
Date: 11 October 2022



**Mr C Peacock**  
Trustee

The notes on pages 20 to 36 form part of these financial statements.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
(A company limited by guarantee)

**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 31 MARCH 2022**

	2022 £	2021 £
<b>Cash flows from operating activities</b>		
Net cash used in operating activities	440,684	1,244,713
	<hr/>	<hr/>
<b>Cash flows from investing activities</b>		
Dividends, interests and rents from investments	14,309	13,115
Proceeds from the sale of property, plant and equipment	-	38,289
Purchase of property, plant and equipment	(57,298)	(93,712)
Proceeds from sale of investments	139,535	375,973
Purchase of investments	(639,535)	(371,530)
	<hr/>	<hr/>
<b>Net cash used in investing activities</b>	(542,989)	(37,865)
	<hr/>	<hr/>
<b>Cash flows from financing activities</b>		
	<hr/>	<hr/>
<b>Net cash provided by financing activities</b>	-	-
	<hr/>	<hr/>
<b>Change in cash and cash equivalents in the year</b>	(102,305)	1,206,848
Cash and cash equivalents at the beginning of the year	1,420,931	214,083
	<hr/>	<hr/>
<b>Cash and cash equivalents at the end of the year</b>	<u>1,318,626</u>	<u>1,420,931</u>

The notes on pages 20 to 36 form part of these financial statements

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**(A company limited by guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2022**

**1. General information**

The charity is a company limited by guarantee and is incorporated in England and Wales.

The address of its registered office is:  
Fernleigh  
384 Woodborough Road  
Nottingham  
NG3 4JF

**2. Accounting policies**

**2.1 Charity status**

The charity is a company limited by guarantee and has no share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

**2.2 Basis of preparation of financial statements**

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Nottinghamshire Hospice Limited meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

The financial statements are presented in Sterling, which is the functional currency of the company, and are rounded to the nearest £1.

**2.3 Income**

All income is recognised once the Company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

The recognition of income from legacies is dependent on establishing entitlement, the probability of receipt and the ability to estimate with sufficient accuracy the amount receivable. Evidence of entitlement to a legacy exists when the Company has sufficient evidence that a gift has been left to them (through knowledge of the existence of a valid will and the death of the benefactor) and the executor is satisfied that the property in question will not be required to satisfy claims in the estate. Receipt of a legacy must be recognised when it is probable that it will be received and the fair value of the amount receivable, which will generally be the expected cash amount to be distributed to the Company, can be reliably measured.

Grants are included in the Statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

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**2. Accounting policies (continued)**

**2.4 Expenditure**

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

Expenditure on raising funds includes all expenditure incurred by the Company to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Company's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

**2.5 Government grants**

Government grants relating to tangible fixed assets are treated as deferred income and released to the Statement of financial activities over the expected useful lives of the assets concerned. Other grants are credited to the Statement of financial activities as the related expenditure is incurred.

**2.6 Tangible fixed assets and depreciation**

Tangible fixed assets costing £NIL or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives.

Depreciation is provided on the following bases:

Freehold interest in land & buildings	- 4% straight line
Short leasehold and other interests in land & buildings	- 33.33% straight line
Plant and machinery including motor vehicles	- 33.33 or 20% straight line
Fixtures, fittings and equipment	- 33.33 or 20% straight line

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**2. Accounting policies (continued)**

**2.7 Investments**

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance sheet date, unless the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as 'Gains/(Losses) on investments' in the Statement of financial activities.

Investments held as fixed assets are shown at cost less provision for impairment.

**2.8 Stocks**

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads.

**2.9 Debtors**

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**2.10 Cash at bank and in hand**

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**2.11 Liabilities and provisions**

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of financial activities as a finance cost.

**2.12 Financial instruments**

The Company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

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**2. Accounting policies (continued)**

**2.13 Finance leases and hire purchase**

Assets obtained under hire purchase contracts and finance leases are capitalised as tangible fixed assets. Assets acquired by finance lease are depreciated over the shorter of the lease term and their useful lives. Assets acquired by hire purchase are depreciated over their useful lives. Finance leases are those where substantially all of the benefits and risks of ownership are assumed by the Company. Obligations under such agreements are included in creditors, net of the finance charge allocated to future periods. The finance element of the rental payment is charged to the Statement of financial activities so as to produce a constant periodic rate of charge on the net obligation outstanding in each period.

**2.14 Operating leases**

Rentals paid under operating leases are charged to the Statement of financial activities on a straight-line basis over the lease term.

**2.15 Pensions**

The Company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Company to the fund in respect of the year.

**2.16 Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the Company and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

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**3. Income from donations and legacies**

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	<i>Total funds 2021 £</i>
Donations	42,382	-	42,382	56,770
Legacies	417,875	-	417,875	216,192
Other grants	167,272	410,127	577,399	643,982
Government grants	38,568	-	38,568	625,486
Hospice UK grants	561,808	-	561,808	1,035,793
	<u>1,227,905</u>	<u>410,127</u>	<u>1,638,032</u>	<u>2,578,223</u>

**4. Income from charitable activities**

	Unrestricted funds 2022 £	Total funds 2022 £	<i>Total funds 2021 £</i>
Payments from government or public authorities in the normal course of trading	1,404,602	1,404,602	1,457,329
Profit on sale of tangible fixed assets held for charity's own use	-	-	49,907
	<u>1,404,602</u>	<u>1,404,602</u>	<u>1,507,236</u>

**5. Income from raising funds**

	Unrestricted funds 2022 £	Total funds 2022 £	<i>Total funds 2021 £</i>
Shop income	782,268	782,268	254,578
Warehouse takings	23,779	23,779	10,189
Fundraising - events	100,981	100,981	104,748
Lottery membership income	66,835	66,835	53,617
Insurance claims	-	-	12,190
	<u>973,863</u>	<u>973,863</u>	<u>435,322</u>

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**6. Investment income**

	Unrestricted funds 2022 £	Total funds 2022 £	<i>Total funds 2021 £</i>
Income from listed investments	14,182	14,182	13,115
Bank interest receivable	127	127	371
	<u>14,309</u>	<u>14,309</u>	<u>13,486</u>

**7. Expenditure on raising funds**

**Retail activities**

	Unrestricted funds 2022 £	Total funds 2022 £	<i>Total funds 2021 £</i>
Costs of goods sold	4,085	4,085	2,582
Other direct costs	14,560	14,560	15,883
Establishment costs	226,811	226,811	208,960
Repairs and maintenance	28,924	28,924	25,342
Depreciation of tangible fixed assets	26,796	26,796	31,040
Office expenses	30,766	30,766	15,809
Cleaning	-	-	793
Bank charges	3,473	3,473	8,193
Legal and professional costs	20	20	-
Wages and salaries	491,252	491,252	417,165
NI	35,516	35,516	21,745
Pension costs	16,313	16,313	14,030
	<u>878,516</u>	<u>878,516</u>	<u>761,542</u>

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**NOTES TO THE FINANCIAL STATEMENTS**  
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**7. Expenditure on raising funds (continued)**

**Fundraising events**

	Unrestricted funds 2022 £	Total funds 2022 £	<i>Total funds 2021 £</i>
Cost of fundraising events	14,612	14,612	11,951
Other direct costs	2,860	2,860	5,598
Office expenses	12,210	12,210	7,432
Bank charges	287	287	574
Administration of investments	5,542	5,542	4,445
Wages and salaries	162,011	162,011	167,093
NI	11,774	11,774	13,401
Pension costs	4,806	4,806	5,000
	<u>214,102</u>	<u>214,102</u>	<u>215,494</u>

**Lottery**

	Unrestricted funds 2022 £	Total funds 2022 £	<i>Total funds 2021 £</i>
Lottery prizes	<u>64</u>	<u>64</u>	<u>85</u>

**8. Analysis of expenditure on charitable activities**

**Summary by fund type**

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	<i>Total funds 2021 £</i>
Provision of hospice services	<u>2,240,288</u>	<u>438,930</u>	<u>2,679,218</u>	<u>2,642,227</u>

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**9. Analysis of expenditure by activities**

	Activities undertaken directly 2022 £	Support costs 2022 £	Total funds 2022 £	Total funds 2021 £
Provision of hospice services	1,985,336	693,882	2,679,218	2,642,227
<i>Total 2021</i>	<u>1,980,742</u>	<u>661,485</u>	<u>2,642,227</u>	

**Analysis of direct costs**

	Total funds 2022 £	Total funds 2021 £
Staff costs	1,680,262	1,720,197
Donations made	30,000	-
Depreciation	113,885	95,700
Direct hospice services	161,189	164,845
	<u>1,985,336</u>	<u>1,980,742</u>

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**NOTES TO THE FINANCIAL STATEMENTS**  
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**9. Analysis of expenditure by activities (continued)**

**Analysis of support costs**

	Total funds 2022 £	Total funds 2021 £
Staff costs	491,507	441,732
Depreciation	58,197	56,022
Auditors' remuneration	13,383	9,912
Marketing	8,982	7,526
Legal and professional	8,601	6,769
IT costs	28,010	49,977
Sundry expenses	23,091	28,788
Premises expenses	34,915	31,288
Recruitment and training	27,196	29,471
	<u>693,882</u>	<u>661,485</u>

**10. Auditors' remuneration**

	2022 £	2021 £
Fees payable to the Company's auditor for the audit of the Company's annual accounts	10,800	7,562
Fees payable to the Company's auditor in respect of: Non-audit services: statutory accounts preparation	<u>2,280</u>	<u>2,350</u>

**11. Staff costs**

	2022 £	2021 £
Wages and salaries	2,622,565	2,544,083
Social security	189,601	176,004
Other pension costs	81,275	80,276
	<u>2,893,441</u>	<u>2,800,363</u>

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**11. Staff costs (continued)**

The average number of persons employed by the Company during the year was as follows:

	2022 No.	2021 No.
Management & support staff	21	21
Clinical services	90	91
Retail services	27	30
	<u>138</u>	<u>142</u>

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000 was:

	2022 No.	2021 No.
In the band £80,001 - £90,000	1	1

**12. Trustees' remuneration and expenses**

During the year, no trustees received any remuneration or other benefits (2021 - £NIL).

During the year ended 31 March 2022, expenses totalling £NIL were reimbursed or paid directly to trustees (2021 - £NIL).

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**13. Tangible fixed assets**

	Freehold interest in land and buildings £	Short leasehold and other interests in land and buildings £	Plant and machinery including motor vehicles £	Fixtures, fittings and equipment £	Total £
<b>Cost</b>					
At 1 April 2021	2,096,761	89,165	132,476	707,371	3,025,773
Additions	-	-	-	57,298	57,298
At 31 March 2022	<u>2,096,761</u>	<u>89,165</u>	<u>132,476</u>	<u>764,669</u>	<u>3,083,071</u>
<b>Depreciation</b>					
At 1 April 2021	1,124,009	88,981	100,211	554,004	1,867,205
Charge for the year	79,519	184	17,854	74,525	172,082
At 31 March 2022	<u>1,203,528</u>	<u>89,165</u>	<u>118,065</u>	<u>628,529</u>	<u>2,039,287</u>
<b>Net book value</b>					
At 31 March 2022	<u><u>893,233</u></u>	<u><u>-</u></u>	<u><u>14,411</u></u>	<u><u>136,140</u></u>	<u><u>1,043,784</u></u>
At 31 March 2021	<u><u>972,752</u></u>	<u><u>184</u></u>	<u><u>32,265</u></u>	<u><u>153,367</u></u>	<u><u>1,158,568</u></u>

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**NOTES TO THE FINANCIAL STATEMENTS  
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**14. Fixed asset investments**

	Listed investments £	Cash deposits £	Total £
<b>Cost or valuation</b>			
At 1 April 2021	493,075	14,847	507,922
Additions	563,467	76,068	639,535
Disposals	(63,173)	(76,362)	(139,535)
Revaluations	7,576	-	7,576
	<u>1,000,945</u>	<u>14,553</u>	<u>1,015,498</u>
<b>At 31 March 2022</b>	<u>1,000,945</u>	<u>14,553</u>	<u>1,015,498</u>
<b>Net book value</b>			
At 31 March 2022	1,000,945	14,553	1,015,498
At 31 March 2021	<u>493,075</u>	<u>14,847</u>	<u>507,922</u>

**15. Debtors**

	2022 £	2021 £
<b>Due within one year</b>		
Trade debtors	17,430	26,999
Other debtors	63,731	56,873
Prepayments and accrued income	526,039	555,131
	<u>607,200</u>	<u>639,003</u>

**16. Creditors: Amounts falling due within one year**

	2022 £	2021 £
Trade creditors	74,017	63,748
Taxation and social security	45,538	43,533
Obligations under finance lease and hire purchase contracts	3,545	4,729
Other creditors	17,393	23,244
Accruals and deferred income	45,076	53,670
	<u>185,569</u>	<u>188,924</u>

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**17. Creditors: Amounts falling due after more than one year**

	2022 £	2021 £
Net obligations under finance lease and hire purchase contracts	-	3,548
	-	3,548

**18. Pension commitments**

Defined contribution pension scheme

The Company operates a defined contribution pension scheme. The pension costs charge for the period represents contributions payable by the charity to the scheme and amounted to £81,275 (2021 - £80,276).

Contributions totalling £17,760 (2021 - £18,275) were payable to the scheme at the end of the period and are included in creditors.

**19. Operating lease commitments**

At 31 March 2022 the Company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2022 £	2021 £
Not later than 1 year	89,667	110,535
Later than 1 year and not later than 5 years	89,132	179,792
Later than 5 years	-	20,833
	178,799	311,160

**20. Related party transactions**

Controlling party

The Company is controlled by the trustees who are all directors of the Company.

Related party transactions

The Company has not entered into any related party transactions during the year, nor are there any outstanding balances owing between related parties and the Company at 31 March 2022.

Key management personnel

Total employee benefits paid to key management personnel was £218,875 (2021 - £140,737).

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**NOTES TO THE FINANCIAL STATEMENTS**  
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**21. Statement of funds**

**Statement of funds - current year**

	Balance at 1 April 2021 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 31 March 2022 £
<b>Unrestricted funds</b>						
<b>Designated funds</b>						
Fixed assets	366,468	31,298	(107,248)	-	-	290,518
Designated Funds	-	561,808	(140,329)	899,131	-	1,320,610
	<u>366,468</u>	<u>593,106</u>	<u>(247,577)</u>	<u>899,131</u>	<u>-</u>	<u>1,611,128</u>
<b>General funds</b>						
General Funds - all funds	<u>1,466,282</u>	<u>3,027,573</u>	<u>(3,085,393)</u>	<u>-</u>	<u>7,576</u>	<u>1,416,038</u>
<b>Total Unrestricted funds</b>	<u>1,832,750</u>	<u>3,620,679</u>	<u>(3,332,970)</u>	<u>899,131</u>	<u>7,576</u>	<u>3,027,166</u>
<b>Restricted funds</b>						
Bathroom refurbishments	26,904	-	(1,855)	-	-	25,049
Department of Health	555,860	-	(36,930)	-	-	518,930
Dignity in care	119,186	-	(10,146)	-	-	109,040
Horizons of Hope - Phase III	74,223	-	(4,113)	-	-	70,110
Hospice at home & day care	538	-	(538)	-	-	-
Hospice extension	1,137	-	(133)	-	-	1,004
Kitchen	1,781	-	(314)	-	-	1,467
Small equipment	2,049	-	(2,049)	-	-	-
The Lady Evelyn and Sir Joseph Pope Fund	1,215	-	(81)	-	-	1,134
Room with a View	139	-	(139)	-	-	-
Reception area refurbishment	9,608	-	(407)	-	-	9,201
Hospice night support (previously PORT)	7,602	360,117	(367,719)	-	-	-
Mansfield & Ashfield	1,829	-	(1,829)	-	-	-
PHE	899,131	-	-	(899,131)	-	-
Mobile digitalisation	-	26,000	(8,667)	-	-	17,333
Complementary therapy	-	24,010	(4,010)	-	-	20,000
	<u>1,701,202</u>	<u>410,127</u>	<u>(438,930)</u>	<u>(899,131)</u>	<u>-</u>	<u>773,268</u>
<b>Total of funds</b>	<u>3,533,952</u>	<u>4,030,806</u>	<u>(3,771,900)</u>	<u>-</u>	<u>7,576</u>	<u>3,800,434</u>

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**NOTES TO THE FINANCIAL STATEMENTS  
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**21. Statement of funds (continued)**

**Statement of funds - prior year**

	<i>Balance at 1 April 2020 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Gains/ (Losses) £</i>	<i>Balance at 31 March 2021 £</i>
<b>Unrestricted funds</b>					
<b>Designated funds</b>					
Fixed assets	388,337	93,712	(115,581)	-	366,468
<b>General funds</b>					
General funds	1,194,309	2,968,915	(2,760,425)	63,483	1,466,282
<b>Total Unrestricted funds</b>	<b>1,582,646</b>	<b>3,062,627</b>	<b>(2,876,006)</b>	<b>63,483</b>	<b>1,832,750</b>
<b>Restricted funds</b>					
Bathroom refurbishments	28,759	-	(1,855)	-	26,904
Department of Health	592,790	-	(36,930)	-	555,860
Dignity in care	129,331	-	(10,145)	-	119,186
Horizons of Hope - Phase III	78,336	-	(4,113)	-	74,223
Hospice at home & day care	-	102,895	(102,357)	-	538
Hospice complementary therapy	86	-	(86)	-	-
Hospice extension	1,270	-	(133)	-	1,137
Kitchen	2,095	-	(314)	-	1,781
Small equipment	6,262	-	(4,213)	-	2,049
The Lady Evelyn and Sir Joseph Pope Fund	1,774	-	(559)	-	1,215
Room with a View	415	-	(276)	-	139
Reception area refurbishment	10,014	-	(406)	-	9,608
Rainbow	35,469	-	(35,469)	-	-
PORT	1,224	332,952	(326,574)	-	7,602
Mansfield & Ashfield	69,219	-	(67,390)	-	1,829
NHDF	15,860	-	(15,860)	-	-
PHE	-	1,035,793	(136,662)	-	899,131
	<u>972,904</u>	<u>1,471,640</u>	<u>(743,342)</u>	<u>-</u>	<u>1,701,202</u>
<b>Total of funds</b>	<b>2,555,550</b>	<b>4,534,267</b>	<b>(3,619,348)</b>	<b>63,483</b>	<b>3,533,952</b>

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**22. Analysis of net assets between funds**

**Analysis of net assets between funds - current year**

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £
Tangible fixed assets	290,516	753,268	1,043,784
Fixed asset investments	1,015,498	-	1,015,498
Current assets	1,906,721	20,000	1,926,721
Creditors due within one year	(185,569)	-	(185,569)
<b>Total</b>	<b>3,027,166</b>	<b>773,268</b>	<b>3,800,434</b>

**Analysis of net assets between funds - prior year**

	<i>Unrestricted funds 2021 £</i>	<i>Restricted funds 2021 £</i>	<i>Total funds 2021 £</i>
Tangible fixed assets	366,468	792,100	1,158,568
Fixed asset investments	507,922	-	507,922
Current assets	1,150,832	909,102	2,059,934
Creditors due within one year	(188,924)	-	(188,924)
Creditors due in more than one year	(3,548)	-	(3,548)
<b>Total</b>	<b>1,832,750</b>	<b>1,701,202</b>	<b>3,533,952</b>

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022**

**23. Reconciliation of net movement in funds to net cash flow from operating activities**

	2022 £	2021 £
Net income for the year (as per Statement of Financial Activities)	266,482	978,402
<b>Adjustments for:</b>		
Depreciation charges	172,082	162,726
Losses on investments	(7,576)	(86,990)
Dividends, interests and rents from investments	(14,309)	(13,115)
Loss/(profit) on the sale of fixed assets	-	(26,400)
Decrease/(increase) in stocks	(895)	1,852
Decrease in debtors	40,966	285,271
Decrease in creditors	(16,066)	(57,033)
<b>Net cash provided by operating activities</b>	<b>440,684</b>	<b>1,244,713</b>

**24. Analysis of cash and cash equivalents**

	2022 £	2021 £
Cash in hand	1,318,626	1,420,931
<b>Total cash and cash equivalents</b>	<b>1,318,626</b>	<b>1,420,931</b>

**25. Analysis of changes in net debt**

	At 1 April 2021 £	Cash flows £	At 31 March 2022 £
Cash at bank and in hand	1,420,931	(102,305)	1,318,626
Finance leases	(8,277)	4,732	(3,545)
	<b>1,412,654</b>	<b>(97,573)</b>	<b>1,315,081</b>

**THE NOTTINGHAMSHIRE HOSPICE LIMITED**

England & Wales - Charity number 509759

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# Accounts

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Company registration number: 01509313  
Charity registration number: 509759

# Nottinghamshire Hospice Limited

(A company limited by guarantee)

Annual Report and Financial Statements

Year Ended 31 March 2021

Page Kirk LLP  
Chartered Accountants and Statutory Auditors  
Sherwood House  
7 Gregory Boulevard  
Nottingham  
NG7 6LB

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
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# NOTTINGHAMSHIRE HOSPICE LIMITED

## REFERENCE AND ADMINISTRATIVE DETAILS

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<b>Charity name</b>	Nottinghamshire Hospice Limited
<b>Charity registration number</b>	509759
<b>Company registration number</b>	01509313
<b>Principal office</b>	Fernleigh 384 Woodborough Road Nottingham NG3 4JF
<b>Registered office</b>	Fernleigh 384 Woodborough Road Nottingham NG3 4JF
<b>Trustees</b>	Mrs S Aziz Mr B Brady Mrs J Brunner Mr D Datta  Dr V R Doel (Appointed 26 January 2021) Mr Holt  Mr J Jankowski (Resigned 3 August 2021) Mrs S Kesari  Mrs T Madge (Resigned 26 March 2021)  Dr J Milburn (Resigned 26 March 2021) Mr C Peacock Mrs J Richmond Mrs A Rowe  Mr M J Youdale (Resigned 1 October 2020)  Mr P Taylor (Appointed 24 November 2020) Mr S Zindal
<b>Secretary</b>	Mrs M B Holmes

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**REFERENCE AND ADMINISTRATIVE DETAILS**

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<b>Auditors</b>	Page Kirk LLP Sherwood House 7 Gregory Boulevard Nottingham NG7 6LB
<b>Bankers</b>	Barclays Bank Plc PO Box 18 High Street Nottingham NG1 6FF
<b>Solicitors</b>	Freeths LLP Cumberland Court 80 Mount Street Nottingham NG1 6HH
<b>Investment brokers</b>	Brewin Dolphin 1st Floor Waterfront House Waterfront Plaza 35 Station Street Nottingham NG2 3DQ

# NOTTINGHAMSHIRE HOSPICE LIMITED

## TRUSTEES' REPORT

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### INTRODUCTION

2020-21 proved to be a very challenging year for the world and particularly for charitable organisations such as the Hospice, operating during a global pandemic.

I am extremely grateful and proud of the way the whole hospice team stepped up to deal with the challenges they faced and that they managed not only to continue with the wonderful regular at-home services but also to mobilise resources to provide support in new and different ways, particularly for those patients who would normally have accessed our day services in the hospice building.

The new support models developed have utilised on-line platforms as well as telephone and in person house calls by Physiotherapists, Occupational therapists and counsellors. The team demonstrated their ability to respond swiftly to both the changing needs of patients but also to the restrictions and precautions necessary during the pandemic. Our Quality Account provides more detail of the changes made but I applaud the fact that this has meant we were able to reach many more patients across the City and County. In the year ahead we will build on our learning of these new ways of working to help us develop services and methods of delivery for the future.

The pandemic also had a significant impact on our ability to raise much needed funds for the charity, with many of our usual sources of income, such as retail and events fundraising, halted or severely limited due to lockdown. We did benefit from government support via furlough payments, business grants and we also received significant support for service delivery from Hospice UK and various Trust providers, without which we would not have been able to offer the services we did. We are fortunate that we ended the year in a strong financial position and with a surplus. However, the fundraising environment continues to be difficult, and we will need to give great regard to finance in the coming year.

During the year we said farewell to two of our clinical trustees, Tracy Madge and Jane Milburn, and we thank them both for their invaluable service as members of the Board. We also welcomed two new trustees, Patrick Taylor and Vanessa Doel and we welcome them to the Board.

In May of 2021 we said farewell to Rowena Naylor Morrell after 7 years as Chief Executive Officer and to whom we are extremely grateful as she remained with us to expertly steer the team during the past extraordinary year until her successor, Rachel Hucknall, arrived in June. Rachel will now focus on delivery of our mission – to provide Hospice care in all our communities, led and informed by patient needs.

Lastly, I would like to personally thank all of our teams, our army of wonderful volunteers who give of their time and to all our generous supporters, without whom we would not be able to offer the services we do for those at end of life in Nottinghamshire.

Joanne Brunner

Chair of the Board of Trustees

# NOTTINGHAMSHIRE HOSPICE LIMITED

## TRUSTEES' REPORT

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### OBJECTIVES AND ACTIVITIES

#### Our Vision

Everyone in Nottinghamshire should have a good death. For them and their loved-ones, our end-of-life care and support will be a beacon of hope and excellence in fulfilling this right.

#### Our Mission

To provide Hospice Care in all our communities, led and informed by their needs, striving to add life to every day by:

- Providing therapy-based support to enable people to live well and understand the changes they will experience in their lives, their families, carers and communities.
- Hospice in your Home available in every community.
- Promoting independence and recovery through appropriate bereavement care.
- Working with partners and our communities to increase understanding of palliative and end of life care.

#### Our Values

**Care:** Providing the right care, at the right time, in the right place by the right person.

**Acceptance:** Accepted in all our diverse communities by growing trust and understanding.

**Resilience:** Building resilience in our patients, carers, families, staff and volunteers to cope and thrive.

**Empathy:** Understanding that loss, grief and bereavement is unique to you and respecting your needs.

#### Our Objectives

Our charitable purpose is to promote care and treatment of the chronically ill; especially those in the palliative stage of their illness as well as support and care for families or carers of the bereaved. Specifically, we aim to do this for people residing within a 25 mile radius of the Hospice building at 384 Woodborough Road, Nottingham NG3 4JF.

We demonstrate this by providing high quality care up to 24 hours a day, 7 days a week and 365 days of the year through a portfolio of services:

1. Co-ordinating care and case management for all Nottinghamshire communities in collaboration with the wider healthcare community, supporting self-referral and overcoming barriers people experience in gaining support at a challenging time.
2. Providing people with daily care and support at a purpose designed Wellbeing and Therapy Centre offering bespoke experiences and wellbeing days.
3. Providing palliative nursing care in patients' homes, supporting them, their family and carers to experience a good death led by their needs and wishes via our unique services Hospice in your Home and Hospice Night Support, which launched in October 2018.
4. Caring for Carers by providing emotional support, advice and guidance for people who are relatives or friends of a patient through a holistic approach.
5. Providing emotional, psychological support and counselling for those who are dying, those who are bereaved and those affected by a death resulting from terminal or life limiting illness.

# NOTTINGHAMSHIRE HOSPICE LIMITED

## TRUSTEES' REPORT

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6. Offering information and support access points through our community shops.
7. Providing a comprehensive range of supporter care and engagement services which support the growth of voluntary income needed to enable the provision of services.
8. Offering our compassionate local community, the opportunity to gain volunteer experience while also responding to citizen's life challenges including isolation, poor mental health and entry or re-entry into the employment market.

### **Public Benefit**

At each Trustee Board Meeting, Trustees in consultation with the Senior Management Team develop and review our objectives and activities. In addition to this, every 6 months a thorough review into progress is facilitated via strategic meetings. Careful consideration is given to our governing document and the Charity Commission's guidance on the public benefit requirements under the Charities Act 2011.

As described above we provide public benefit through the operation of a portfolio of services which do not discriminate against any element of our communities; respecting how these may be described by their constituent members, and specifically providing support for those who are in need of palliative and end of life care.

The Board of Trustees further the charity's purpose by having in place a range of strategies that enable us to achieve our aims and objectives. These relate to:

- Clinical services including standard operating processes.
- Financials including the treatment of reserves and investments.
- Integrated governance of Clinical and Corporate divisions.
- Retail.
- Fundraising and wider income generation.
- Human Resources.
- Marketing and Communications.
- Resource management including health and safety.

### **Criteria for Measuring Success**

The Trustees' criteria for measuring success are as follows:

- That we are able to deliver services our patients need.
- That we are able to develop our services to reach more people who could benefit from them.
- That we are able to control our costs and achieve a level of income that enables us to ensure sustainability for the future.

Our 2020-2025 Strategic Objectives are:

1. Be a recognised centre of excellence for patients requiring community palliative care.
2. Lead and promote positive conversations about death to build community resilience.
3. Deliver visible and inclusive access to end-of-life services across all communities in Nottinghamshire.

# NOTTINGHAMSHIRE HOSPICE LIMITED

## TRUSTEES' REPORT

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4. Have in place a robust and sustainable business model which supports our strategy for delivery of end-of-life services throughout Nottinghamshire.

### FINANCIAL PERFORMANCE

#### Overview of Financial Operations

The Trustees monitor the financial performance of the Charity on a regular basis. This includes a review of cash generation and reserve levels aided by annual forecasts which include detailed profit and loss, balance sheet and cash flow forecasts. Monthly management accounts, which are narrated by the Treasurer and the Director of Finance and Resources at each Strategy and Corporate Governance subgroup as well as all Board meetings, are prepared and applied to the forecasts giving a rolling position for the charity. In addition, income and expenditure is reviewed throughout the year to ensure that on-going forecasts remain valid.

The Trustees therefore constantly monitor the going concern position of the charity and are satisfied that the 'going concern' principle applies.

They ensure that all financial resources are focused on increasing and sustaining care services, as well as ensuring a robust infrastructure is in place to support front line staff in caring for patients. Donations, income from shops and other charitable sources go directly towards patient care, ensuring everybody across Nottinghamshire will receive compassionate, community care when they most need it.

#### Income, Expenditure and year-end Funds

Total income for the year is £4,534,267 compared to £3,819,911 in 2019/20. The variance in income relates to increases in income from legacies, grants, retail, fundraising events, and payments from public authorities. Specifically, we received £333,013 of income from the Government, Furlough scheme, £292,473 from Business grants and £1.035m from Public Health England via Hospice UK.

Total expenditure for the year is £3,619,348 compared to £3,704,229 2019/20. The variance in expenditure relates to a reduction in costs as a result of our shops being closed due to Covid restrictions.

Total charity funds for the year are £3,533,952 compared to £2,555,550 in 2019/20 and represent the net movement in funds.

#### Investment Powers

Under the Memorandum and Articles of Association, the charity has the power to invest in any way the Trustees wish. The Trustees, having regard to the liquidity requirements of operating the Hospice and to the reserves policy, have operated a policy of keeping available funds in an interest bearing account and seek to achieve a rate of interest which matches or exceeds inflation as measured by the retail prices index.

#### Investments, Liquidity and Reserves

Liquidity, investments and reserves are dynamic conditions that remain valid only as long as the need for those funds to be retained, in those forms, remain. Each year the Trustees will review the principles underpinning liquidity, investment and reserves to ensure that the levels set remain valid and relevant to the needs of the Hospice. In reviewing these policies, Trustees will be informed by a review of the overall Risk Assessment and any new developments. Those reviews will include consideration of the proportion of the reserves invested in each form and will where necessary; reformulate those proportions in line with determined needs of the Hospice.

# NOTTINGHAMSHIRE HOSPICE LIMITED

## TRUSTEES' REPORT

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The Hospice must seek to retain sufficient liquid reserves to meet its day-to-day commitments and contingent liabilities and ensure that a proportion of its funds are invested for growth, to prevent erosion of the capital value of the monies entrusted to the Trustees for the furtherment of the aims of the charity.

An annual Risk Assessment is completed in support of the Financial Strategy. It identifies what the liabilities are that the Hospice will face in relation to its general running costs. On average, but subject to annual review, this should be no more than a sum equivalent to 20% of the core running costs of the Hospice itself excluding the retail division.

Additionally, the Risk Assessment will set out the Contingent Liabilities in relation to the Hospice and be used to determine the correct level required to cover these risks.

Taking these elements together the Risk Assessment sets the figure that the Hospice should retain in liquid funds sufficient to meet:

- On-going commitments
- 20% of the Hospice running costs
- Contingent liabilities

In addition, it identifies the need for investment for growth to retain and increase the value of the Hospice's capital funds. The Board of Trustees will determine and agree the appropriate level of investment in development in line with the Strategic Development Plan, the Risk Assessment, and the Financial Strategy.

During the financial year 2021/22 the Board of Trustees have agreed to invest £500K with Rathbones Investment Management Ltd in addition to the holding with Brewin Dolphin. The investment decision was based on gaining a return on the investment, long term growth and to protect the real value of the reserve.

The Hospice generates income to provide services in line with its charitable purposes. Money is only held in reserve where it is to cover known liabilities, projected developments and to reasonably underpin long term security for the organisation and the users of its services.

The Hospice shall hold money available to assist the day-to-day cash-flow situation and to provide a level of cover in extreme and immediate circumstances. The level of that sum, proportionate to the level of funds held in other forms, will be determined by the Trustees.

Utilising these principals and calculations from above that underpins decisions in relation to the apportionment between liquid, medium term and long-term investments. The proportions include the commitment to work towards developing reserves equivalent to initially three then six months' core running costs.

Total funds at the year-end were £3,533,952 (2020 - £2,555,550). Unrestricted funds at the year-end were £1,832,750 (2020 - £1,582,646) while restricted funds were £1,701,202 (2020- £972,904). Included within the unrestricted funds are designated funds totaling £366,468 (2020 -£388,337). The total of this amount relates to the amount of unrestricted funds that has been invested in the functional fixed assets of the charity.

Of the unrestricted funds, £366,468 relates to tangible fixed assets and £507,922 relates to investments. These can only be realised once disposed of. Of the restricted funds, £792,100 relates to tangible fixed assets and can only be realised once disposed of.

# NOTTINGHAMSHIRE HOSPICE LIMITED

## TRUSTEES' REPORT

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The investments are managed by Brewin Dolphin on behalf of the Hospice, and they report to the Trustees biannually with any recommendations for improvement. Investments are reviewed annually during a meeting with Brewin Dolphin who attend the full Trustee Board.

Total investment portfolio at year end stands at £507,922. Investments are held in a managed portfolio with the objective of generating Income Return, investments being made with a risk approach of "Cautious with risk". Total return for the year was in line with the linked benchmark; and net of withdrawals made during the year was in line with our objectives in the current economic conditions.

### **OUR ACHIEVEMENTS AND PERFORMANCE REVIEW**

This year we have consolidated our work in building effective staff, sustainability, improving our governance and delivering excellent care.

#### **Effective Staff**

Different staff groups have adapted flexibly to working within the restrictions associated with the Covid-19 pandemic. Corporate support teams have worked effectively from home in line with Government instructions and retail staff have been furloughed during times of closure for non-essential retail. Care teams have worked consistently throughout the period to support patients and carers, strictly following infection control guidelines. There have been some changes to the structures of the teams to reflect the new ways of working in response to the adapted services and new models of care.

Restrictions related to the pandemic meant that we could not hold our annual staff "Well-being Day" as planned. This is now scheduled for October 2021 and will focus on recognising the impact of the pandemic on all our teams, whether furloughed or working. It is also an opportunity for staff to learn about the progress towards achieving the strategic objectives and future plans.

We have in place a comprehensive programme of mandatory training, which is enhanced with a range of training which builds wider skills and resilience. The majority of mandatory training is delivered via an online platform. This has improved access for our wider workforce of remote workers within Care services and enabled an easier process of audit to ensure compliance. This is supported by a programme of reflective practice within Care services which helps staff gain understanding of the impact of their work, embed good practice and work collegiately to resolve poor practice. We are undertaking a staff survey in August 2021 to gain insights from our teams post pandemic and investigate opportunities for improvement.

# NOTTINGHAMSHIRE HOSPICE LIMITED

## TRUSTEES' REPORT

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### **Volunteers**

#### Reach and Impact

Volunteering at Nottinghamshire Hospice is vital in enabling us to provide outstanding care. Volunteering brings many benefits, including gaining valuable work and life experience, being able to get out and do something constructive, meeting new people and having fun. Covid 19 had a significant impact on volunteer services due to the closure of the Day Therapy unit and intermittent closure of retail. During lockdown continued support was provided to volunteers with a hope that they would return as soon as services and retail resumed. Of note is the fact that the majority of volunteers at the Hospice are 65 plus and were therefore at particular risk, causing a number of them to be understandably cautious about returning, particularly to our retail services. Many of our volunteer counsellors and emotional support volunteers have adapted their services by offering phone or virtual appointments instead of meeting people face to face, and this was well received. The number of volunteers has decreased post pandemic for a number of reasons: people wishing to spend more time with family and friends who they may not have seen for many months; reductions in mobility due to lack of exercise; the lockdowns creating a natural break in their volunteering journey; people being cautious about mixing with others; and uncertainty about the efficacy of the vaccine. We are successfully exploring different ways of engaging and recruiting volunteers who more widely represent the population we serve, and the team is optimistic and enthusiastic about enhancing the size and diversity of our volunteer services.

#### Volunteer Voice and Experience

In 2020-2021 Volunteers Services have increased both the opportunities available for our volunteers and the level of training to support them in their roles. All are given a comprehensive induction at the Hospice before starting and access to the online training platform to enable them to complete the relevant modules in their own time. All volunteering policies have been reviewed, refreshed, and updated and a new handbook issued.

### **Funding our Work**

The Hospice has a blended approach to income generation. This is in line with good management practice but is also underpinned by the belief expressed by Dame Cicely Saunders that - A Hospice should always be able to focus on the needs of a patient, and needs a range of different types of income, statutory, restricted, and non-restricted to ensure it is able to remain vibrant, independent and person centered.

Despite challenges in retail and fundraising, this year has been positive in terms of income generation which has enabled us to sustain our services and commitments, resulting in a financial surplus. Furlough payments and business grants made a £634k contribution to support the Hospice during what could have been a financially challenging year. Support from the Jones 1986 Trust and strategic partners Better Together Partnership – Mid Notts, and other donations and grants have enabled us to continue to deliver Hospice in Your Home services. We are now commissioning academic research to assess the impact of the Hospice Night Support service. We express our thanks to all donors and supporters for their ongoing confidence and commitment.

# NOTTINGHAMSHIRE HOSPICE LIMITED

## TRUSTEES' REPORT

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### Retail

The retail team had a challenging year of trading due to the pandemic. Numerous lockdowns and restrictions during the period impacted on our ability to trade when closed and on footfall when open. Infection control measures such as screens around tills, removal of stock to enable social distancing and reducing the number of customers in the shops all impacted on net profit. Staff were furloughed through the lockdowns and volunteers were put on hold, some of whom decided not to return. This impacted on our ability to open to the full trading hours as lockdown was lifted. However, ongoing recruitment of retail volunteers is replenishing the shifts which have remained vacant, and we remain positive.

Plans are in place to review our retail offer with opportunities such as online retail, gift cards, furniture sales, and pop-up shops being explored. Our Blidworth shop also has a small café with a weekly drop-in service. The concept is based on encouraging people to stay longer on site and increase income but specifically to create opportunities to share information about our care and hold events such as a "Death Café" to open discussions about end-of-life care and build resilience. Looking forwards, the retail teams and volunteers will receive further training to increase community resilience and to identify hidden needs within their communities. This is embedded in the strategic objectives for 2020 – 2025.

### Fundraising

The Fundraising team too met with significant challenges in 2020-21 due to the reductions in fundraising opportunities during the year. Cancellation of events and challenges resulted in a lower income than forecast within fundraising. During lockdowns the communities of Nottingham and Nottinghamshire responded generously in their support of the initiatives we did have. The tenacity of the team resulted in several new approaches being implemented. This was year of "Firsts" in a number of our Fundraising campaigns. We launched our first online matched funding campaign which raised over £40,000. We also launched our first direct mail campaign, Forget Us Not, in May 2020, backed up by the selling of "Forget me not" flower merchandise over Christmas. We also worked collaboratively with a neighbouring Hospice, Beaumont House, for the first time, successfully doubling our number of regular donors through a Regular Giving appeal. We are working with them again in 2021 to drive the number of regular supporters further. Our regular Light Up a Life appeal was our most successful to date.

The challenges which face the wider voluntary sector have been felt keenly at the Hospice, however the diligence and commitment of the fundraising team have been essential in overcoming and learning from these experiences.

### Lottery

In June 2018 Nottinghamshire Hospice transferred management of its Lottery programme to 'Your Hospice Lottery' with the aim to grow the supporter network to 5,000 during the first year. Progress has been slow and restorative action was initiated. An opportunity to review the contract exists in 2021 – 22 to return the lottery to internal management, but it is agreed that the internal resources are best placed undertaking activities where we have demonstrated strength in fundraising and the contract with "Your Hospice Lottery" will remain.

### Contracting

The Hospice continues to be the leading provider of community-based end of life and palliative care across our city and county. The external environment continues to change with future changes anticipated during 2021-2022. It is anticipated this will include contracts being changed to reflect provision across the city and county with a single set of outcomes and targets. It will be essential for the Hospice to maintain the current levels of funding if services are to be sustained into the future.

# NOTTINGHAMSHIRE HOSPICE LIMITED

## TRUSTEES' REPORT

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The investment provided by the Hospice into services such as the Hospice Night Support service has injected significant new money and resources into the provision of end-of-life care across the city and county. During 2020-21 our understanding of the needs of individuals has increased and we know the difference a flexible model of care can make to people at the end of life. During 2021-22 it is intended that a dialogue will be opened with commissioners to move from a silo or service-based approach to outcomes to one based on a holistic hospice care. This will be predicated on the skill and knowledge of teams to design and implement appropriate strategies for effective end of life care and on the changes in the commissioning landscape.

During 2020-21 the Hospice provided commissioned care on behalf of City Care, Nottingham Clinical Commissioning Group (CCG); Rushcliffe CCG; Nottingham West and Nottingham North and East CCG; Better Together partnership – Ashfield, Mansfield, Newark and Sherwood CCG's. We record our thanks for their shared vision and commitment to our belief that everyone in our City and County has the right to a good death.

### PR and Media

During the year we continued to significantly raise our profile in the media, building up effective relationships with journalists across online, print and broadcast media including some national and international journalists. All our press releases have received coverage with some of our events being covered across all available channels. Our ability to share emotive, impactful and relevant stories about our patients, supporters and hospice developments has been well received and increased awareness of the work of Nottinghamshire Hospice.

Our learning and development to social media platforms and the use of this mechanism to raise the profile of the Hospice continues. There has been significant learning in terms of the role of digital fundraising with the success of projects such as the matched funding campaign.

During the year the website has been redesigned and refreshed to clarify our services. The site makes it easier for people to understand our offer, donate, apply for jobs online and includes information such as governance and policies.

### **Improving Our Governance**

Nottinghamshire Hospice is a company limited by guarantee governed by its Memorandum and Articles of Association incorporated on 25 July 1980. It was amended for current governance arrangements on 20 July 2004 and further updated and adopted on 18 March 2008 and again on 4 February 2014. It is a registered Charity with the Charity Commission and a Company limited by guarantee registered with Companies House.

### Board of Trustees and Management Structure

As set out in the Articles of Association, the Charity is governed by a Board of Trustees (Council), consisting of between 5 and 15 members. The Chair of the Board of Trustees (BOT) is nominated by the elected Trustees of the (BOT). Trustees have the power to co-opt other members as they feel appropriate. Co-opted members serve for a time limited period.

### **Trustees say:**

It is essential that we are able to explain the role of a Trustee to inspire people to join the Board. In a recent social media post Trustee Joanne Brunner said:

# NOTTINGHAMSHIRE HOSPICE LIMITED

## TRUSTEES' REPORT

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The role of the Trustee is extremely important in all charities, as they work with the Management Team to make sure there is a clear strategy in place and that we are able to continue to meet the needs of our beneficiaries. All of our Trustees at Nottinghamshire Hospice give freely of their time and their skills and knowledge are invaluable to us. I would like to send a personal thank you to each and every one of them for their commitment and support, particularly over the recent very challenging times.

In order to support newly elected Trustees, each receives a comprehensive induction pack, the opportunity to buddy with an existing Trustee, offers to attend courses held by Hospice UK and other relevant organisations, an invitation to an induction day where they will meet with the senior management team and exposure to sub group meetings prior to joining them. All Trustees are also offered the opportunity of on-going development which includes attending charity governance courses run by organisations such as Civil Society Media.

The Board of Trustees meet at least 6 times per year and in addition to full Board meetings they are also involved in relevant subgroups. These subgroups are the Quality and Safety subgroup and the Strategy and Corporate Governance subgroup. Both groups are chaired by Trustees and supported by Managers, and work within terms of reference agreed by the Board of Trustees. The Trustees lead the strategic direction of the Charity and act as an oversight board to the remunerated Senior Management Team who manage the operational aspects of the Charity on a day-to-day basis.

The Board has delegated within agreed limits the day to day running of the Hospice to the Chief Executive Officer and their Corporate Management team. Rowena Naylor Morrell, the previous CEO left the organisation in May 2021 and has been replaced by Rachel Hucknall. The Corporate Management Team comprises the CEO, a Director of Finance and Resources, a Director of Care, a Hospice in Your Home Manager, a Clinical Practice Lead, a Therapy and Wellbeing Manager, a Head of Fundraising, Marketing and Communications, a HR Manager, a Retail Manager, and a Volunteer Services Manager.

None of the Trustees receives remuneration or other benefits from their work with the Charity. Any personal interest a Trustee or Senior Manager has within the Charity must be disclosed to the full Board.

The Trustees, who are also directors of Nottinghamshire Hospice Ltd, for the purposes of company law, are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the Charitable Company and of the incoming resources and application of resources, including income and expenditure for the year. In preparing these statements the Trustees are required to:

- Select suitable accounting policies and then apply them consistently.
- Observe the methods and principles in the Charities SORP 2015 (FRS 102).
- Make judgements and estimates that are reasonable and prudent.
- State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements.

# NOTTINGHAMSHIRE HOSPICE LIMITED

## TRUSTEES' REPORT

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The Trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the Charitable Company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Charitable Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### **Delivering Excellent Care**

As for all health care providers, this has been a year dominated by the Covid pandemic which whilst challenging, has led to a major transformation in both the services we provide and the way in which they are provided. Whilst still meeting the outcomes of contractual requirements we have seen a large increase in referrals and have adapted accordingly to meet the needs of our patients and our communities.

### **Hospice in Your Home**

During 2020-21 the Hospice in your Home services have been the predominant offer provided to support patients to have palliative care in their preferred place of care. The number of referrals to Hospice at Home during the year had increased significantly from 1133 in 2019-20 to 1805 in 2020-21 and to the Hospice Night Support teams from 465 in 2019-20 to 957 in 2020-21. This has meant that the blended approach of offering both overnight shifts and visiting services has offered the patient and their family a choice, with the added benefit of releasing additional capacity in the services to see more patients compared to the traditional shift-based Hospice at Home model. We plan to commission academic research to assess the implications of running both service options, kindly funded by The Jones Trust 1986. Like all services, screening for COVID symptoms was introduced and after an initial shortage of PPE, end of life care has been provided for those patients who tested COVID positive. The average length of stay on the service has reduced over the year from 30 days to 25 days; thus, meaning the care being provided is usually when the patients are more poorly and in the last days of life

Due to closure of the hospice day therapy service in March 2020, attention turned to utilising the resources that were allocated to day therapy to support the drive to reduce hospital admission, ease pressures on NHS services, aid fast discharge to preferred place of care and support the pandemic in the best way possible. The decision was made in conjunction with the Fast-Track team at City Care to offer support for fast-track packages of care and therefore redeploy day therapy staff to work in the community providing a day visiting service. The service was named the Hospice Outreach and Discharge Support (HODS) team and they have been in operation since May 2020. The HODS service introduced in response to the pandemic have been able to support 195 referrals from across Greater Nottinghamshire. Due to logistics of travel, it was not possible to be able to offer the support to Mid Notts. Patients are accepted onto the service for 30 days and then reviewed. Most of these patients have died at home in their preferred place of care. Should a patient improve following an episode of illness or discharge from hospital they may be referred onto a longer-term community domiciliary care provider. The 30-day initial episode of care was to ensure patient flow and for the fast-track team to refer those more complex palliative care patients in the final days of life to the team who were experienced at supporting palliative patients. When looking at preferred place of care/death in conjunction with it being recorded in their EPaCCS (electronic palliative care coordination system) record, over 95% of patients receiving the Hospice in your Home services achieved their stated preferred place. More than 16% of patients also had a member of staff present at the time of death

To provide a more comprehensive service in response to the pandemic the HNS teams dovetailed with the HODS team to make up the package of care required in the early evening/twilight hours. Where the three teams had previously all worked the night shift (21.30-07.00hrs) one team moved to provide the twilight cover (19.00-04.30hrs). This introduced additional capacity and flexibility and enabled the teams to meet the needs of more patients than traditionally with Hospice at Home.

# NOTTINGHAMSHIRE HOSPICE LIMITED

## TRUSTEES' REPORT

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### **Flexible approach to Day therapy services**

#### **Day therapy provision**

Following the closure of day therapy services in March 2020 the existing day therapy patients who were known to the hospice at the start of the pandemic received a combination of support. The previous day therapy volunteers were offered the opportunity to undergo additional training and complete weekly support telephone calls to those patients who were known to them. They have been supported by the volunteer services manager, support services manager and the day unit coordinator. All calls have been escalated through to a member of the clinical team where concerns have been raised by the volunteer- thus supporting the patient either through a visit by a member of the clinical team or connecting into the community network of healthcare services. Where a patient has deteriorated, the care services team have been able to offer Hospice at Home support or when appropriate support through the HODS team.

In September 2020 a limited service of complementary therapy was offered to those patients who were known by the hospice and where the treatments were expected to have therapeutic benefit, for example in maintaining range of movement or reducing pain. Additionally, the physiotherapist provided some limited support to patients and families in their home to support the community rehabilitative support team.

The pandemic gave us the opportunity to re-imagine the day services provides by the Hospice. The new Day Hospice service has been redesigned following the feedback from the wellbeing service which was introduced and outlined in last year's report, patient feedback, and the above learning from the pandemic. It will be embedded into an internal, integrated pathway across all services in the Hospice and aligns comfortably with the external work we partner in with City Care, Nottinghamshire Healthcare and the wider environment. Named "The GRACE service" (Goal setting, Reablement, Assessment, Complementary Therapy and Emotional Support) we aspire to deliver truly rehabilitative palliative care.

As the GRACE service opens, the 40 previous day therapy patients will be welcomed back through a GRACE clinic appointment. This will be to introduce them to the new service offer and reassess their needs in line with the person-centred goal setting approach. Some patients will remain within the Hospice at Home service as they are too poorly to return. The hospice have identified a tool designed to assess patients' needs with a progressive illness and have used it to support those patients who remain within the wellbeing service and are returning to the building based services. This Support Needs Approach for Patients (SNAP) tool is a five-stage health care intervention which seeks to enable person-centred care for patients with progressive conditions. SNAP uses an evidence based validated tool, to help patients identify and express their support needs so that they can discuss them with their health care professional. The SNAP tool comprises 15 items in which patients with progressive disease commonly say they require support. The tool is short and simple to use for both patients and health care professionals. SNAP is more than just the 15-item tool: it underpins the 5-stage SNAP intervention for use in clinical practice to deliver person-centred care. It enables the patient and health care professional to work together to identify, priorities and plan in relation to the patient's unmet support needs. We are optimistic this new model will meet the needs of patients in the post-pandemic environment.

The Young Adults service described last year will integrate into the GRACE model with additional bespoke sessions to engage and support this niche group of patients.

# NOTTINGHAMSHIRE HOSPICE LIMITED

## TRUSTEES' REPORT

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### **Support services**

Nottinghamshire Hospice Support Service provides emotional and spiritual support as well as advice and information, for patients, friends and family that are affected by palliative diagnosis or bereavement. During 20-21 support was offered through one-to-one counselling, emotional support and through group activities. The service is delivered by volunteer counsellors and during the year referrals increased from 145 to 170 patients. The service adapted to the pandemic by moving from face-to-face appointments to offering telephone and on-line sessions. This service development will be retained in the future as it gives patients choice and enables us to use volunteers from across the UK for the online sessions.

GriefLine was set up in response to a request by the ICS to offer a telephone support line for those people experiencing traumatic grief due to the Covid pandemic. Support Services have piloted and continued with the operation of the GriefLine (Freephone 0800 number) which is answered Monday – Friday 8.00am to 5:00pm with a facility to leave a message outside of these hours or call the hospice 24-hour number to speak to someone in person. The ongoing use of this service is to be reviewed in 2021-2022.

### **Patients we have supported during 2020-21**

#### **The year in numbers:**

- 1,805 referrals were made to Hospice at Home (1,133 the previous year)
- The average stay on Hospice at Home service was 25 days (30 days previously)
- 957 referrals were made to Hospice Night Support (465 previously)
- 170 referrals were made to bereavement services (146 previously)
- 1,700 hours of support were given through advice and guidance services
- 12 young adults regularly attended the Young Adults service over the year

### **KEY RISKS AND UNCERTAINTIES**

#### **Risk Management Strategy**

The Trustees have a Risk Management Strategy which comprises:

- An annual review of all the risks the charity may face.
- The establishment of systems and procedures to mitigate those risks.
- A bi-monthly review of major risks and mitigating actions.
- The implementation of procedures designed to minimise any potential impact on the charity should any of the risks materialise.

A risk register has been prepared and a risk score attached to each of the risks identified, representing a combination of potential impact on the charity and likelihood of the risk materialising. All risks with a weighted score of 15 or more are deemed major risks and are monitored accordingly.

The key risks identified and our plans to address them are as follows:

- Income generation may not meet the required target and there is a significant shortfall in the levels the levels required to support service delivery. An income generations strategy is in place to increase income from fundraising, retail and contractual sources

# NOTTINGHAMSHIRE HOSPICE LIMITED

## TRUSTEES' REPORT

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- Risks to staff safety during the delivery of community services during unsocial hours. Staff receive induction and training on personal safety. Through the night management and tracking is in place to assure staff safety
- GDPR (General Data Protection Regulation) breach – mitigation: Policy in place, staff trained and the organisation has completed NHS Data Security Toolkit.

### PLANS FOR THE FUTURE

During 2021-2022 we will be focusing embedding our strategy and conducting a full refresh of the strategy to better understand the impact of Covid 19. This will include understanding the needs of patients following the changes to patterns of death due to the pandemic; reflecting on the sustainability of retail as a mechanism for income generation and understanding what fundraising will need to look like in the coming years.

The Trustees and the Senior Management Team will continue to work together to identify a clear vision of what Nottinghamshire Hospice will look like, how we will be delivering our Care, how we will lead transformation and change both internally and with our partners and demonstrate our commitment to everyone in Nottingham and Nottinghamshire having a good death. For them and their loved-ones our palliative end of life care and support will be a beacon of hope and excellence in fulfilling this right.

#### Strategic Objective one

Be a recognised centre of excellence for patients requiring community-based Hospice Care:

- Maintain our CQC rating of GOOD with an ambition to be outstanding
- Increase patient and carer satisfaction by improving the ways we listen and respond
- Improve the number of people achieving their preferred place of care and death
- Increase our influence and leadership of the end-of-life agenda both locally and nationally

#### Strategic Objective two

Lead and promote positive conversations about death to build community resilience:

- Support communities to increase resilience through shared learning and partnership
- Provide quality volunteering experiences which build confidence and a sense of achievement
- Build community hubs by extending the role of our shops in community resilience

#### Strategic Objective three

Deliver visible and inclusive access to end of life care services across all communities in Nottinghamshire

- Increase the cultural competence of all our staff and patients to provide inclusive care and support
- Understand and respond to the changing needs of communities through dialogue and awareness raising
- Support people to understand and put in place strategies such as advance care plans or respect forms to ensure they are able to make the best decisions about their end-of-life care
- Support the development of an open dialogue about grief, bereavement, and loss to reduce stigma and improve understanding

# NOTTINGHAMSHIRE HOSPICE LIMITED

## TRUSTEES' REPORT

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### Strategic Objective four

Have in place a robust and sustainable business model which supports our strategy for the delivery of end-of-life care throughout Nottinghamshire

- Improve the annual wellbeing score of our staff
- Increase our income to be able to meet the changing demands and needs for care in our communities
- Increase the level of local fundraised income received each year
- Demonstrate good governance in all areas of our work

Whilst the report relates to our performance in 2020-21 the impact of Covid 19 in 2021-2022 on our communities, our organization and our citizens is ongoing. We continue to remain vigilant and responsive as the situation evolves.

The performance of all staff at Nottinghamshire Hospice has been outstanding, the support of our partners reassuring and the kindness and generosity of our communities – simply breathtaking.

Thank you all for your support of Nottinghamshire Hospice.

### REFERENCE AND ADMINISTRATION

#### Key members of the organisation

Founder and Honorary President  
Honorary Patron and Ambassador  
Ambassadors

Bernard Brady  
Tim Richmond OBE TD DL  
Sue Cooper  
Peter Emerson  
Tim Farr  
Dame Elizabeth Fradd  
Judy Naake  
Nicky Weston DL

Trustees

Shahnaz Aziz  
Joanne Brunner  
Dipak Datta  
Dr Vanessa Doel  
Mike Holt  
Janusz Jankowski  
Siobhan Kesari  
Tracy Madge  
Dr Jane Milburn  
Colin Peacock  
Jenifer Richmond  
Ann Rowe  
Matt Youdale  
Patrick Taylor  
Saurabh Zindal

Chief Executive Officer  
Director of Care  
Director of Finances and Resources  
Area Retail Manager  
Volunteer Development Manager  
Human Resources Manager

Rowena Naylor-Morrell / Rachael Hucknall  
Joanne Polkey  
Maria Holmes  
Penny Russell  
Jo Drake  
Donna Roberts

# NOTTINGHAMSHIRE HOSPICE LIMITED

## TRUSTEES' REPORT

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Head of Fundraising, Marketing & Communications      Gemma Taylor-Mahon

### Charity Details

Registered Name	The Nottinghamshire Hospice Limited
Registered Office	384 Woodborough Road, Nottingham NG3 4JF
Charity Number	509759
Company Number	1509313
Auditors	Page Kirk LLP Sherwood House, 7 Gregory Boulevard, Nottingham NG7 6LB
Principal Bankers	Barclays Bank PLC Leicester LE87 2BB
Principal Solicitors	Freeths LLP Cumberland Court, 80 Mount Street, Nottingham, NG1 6HH
Accountants	HSKS Greenhalgh 3rd Floor Butt Dyke House, 33 Park Row, Nottingham, NG1 6EE
Principal Investment Brokers	Brewin Dolphin 1st Floor Waterfront House, Waterfront Plaza, 35 Station Street, Nottingham NG2 3DQ

### SUPPORTERS OF THE HOSPICE

Thank you to all those, whose kindness and generosity continues to make a difference to our patients' lives as well as their families and carers; including those who made a contribution, who gave their time to volunteer, who took part in events and challenges or supported our campaigns as well as our commissioners.

Our Commissioners	CityCare Mansfield and Ashfield Clinical Commissioning Group Newark and Sherwood Clinical Commissioning Group Nottingham City Clinical Commissioning Group Nottingham North East Clinical Commissioning Group Nottingham West Clinical Commissioning Group Rushcliffe Clinical Commissioning
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### Small company provisions

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

### Auditor

Page Kirk LLP have expressed their willingness to continue as auditors for the next financial year.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**TRUSTEES' REPORT**

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Approved by the Board on 28 September 2021 and signed on its behalf by:

.....

Mrs J Brunner  
Trustee

# INDEPENDENT AUDITORS' REPORT TO THE TRUSTEES OF NOTTINGHAMSHIRE HOSPICE LIMITED

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## Opinion

We have audited the financial statements of Nottinghamshire Hospice Limited for the year ended 31 March 2021, which comprise the Statement of Financial Activities, Balance Sheet, Statement of Cash flow and the related notes, including a summary of the significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2021 and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with for charitable companies audited under the Companies Act 2006: the requirements of the Companies Act 2006.

## Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

## Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the directors with respect to going concern are described in the relevant sections of this report.

# INDEPENDENT AUDITORS' REPORT TO THE TRUSTEES OF NOTTINGHAMSHIRE HOSPICE LIMITED

..... *continued*

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## **Other information**

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

## **Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

## **Responsibilities of trustees**

As explained more fully in the Trustees' Responsibilities Statement set out on page 1, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

# INDEPENDENT AUDITORS' REPORT TO THE TRUSTEES OF NOTTINGHAMSHIRE HOSPICE LIMITED

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## **Auditor's responsibilities for the audit of the financial statements**

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud and error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

We obtained an understanding of the legal and regulatory frameworks within which the company operates, focusing on those laws and regulations that have a direct effect on the determination of material amounts and disclosures in the financial statements. The laws and regulations we considered in this context were the Companies Act 2006, Charities Act 2011, Taxation legislation, COVID - furlough income and Money Laundering.

We identified the greatest risk of material impact on the financial statements from irregularities, including fraud, to be the override of controls by management and the understatement of revenue. Our audit procedures to respond to these risks included:

- Enquiries of management about their own identification and assessment of the risks of irregularities.
- Sample testing on the posting of journals.
- Reviewing meeting minutes, regulatory correspondence and professional fees.
- Detailed substantive testing on the completeness of income.

Owing to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements, even though we have properly planned and performed our audit in accordance with auditing standards. We are not responsible for preventing non-compliance and cannot be expected to detect non-compliance with all laws and regulations.

These inherent limitations are particularly significant in the case of misstatement resulting from fraud as this may involve sophisticated schemes designed to avoid detection, including deliberate failure to record transactions, collusion or the provision of intentional misrepresentations.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

# INDEPENDENT AUDITORS' REPORT TO THE TRUSTEES OF NOTTINGHAMSHIRE HOSPICE LIMITED

..... *continued*

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## **Use of our report**

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of the Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its trustees as a body, for our audit work, for this report, or for the opinions we have formed.

.....  
John Wallis FCA (Senior Statutory Auditor)  
For and on behalf of Page Kirk LLP, Statutory Auditor

Sherwood House  
7 Gregory Boulevard  
Nottingham  
NG7 6LB

28 September 2021

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND**  
**EXPENDITURE ACCOUNT AND STATEMENT OF TOTAL RECOGNISED GAINS**  
**AND LOSSES)**  
**YEAR ENDED 31 MARCH 2021**

		Unrestricted funds	Restricted funds	Total Funds 2021	Total Funds 2020
	Note	£	£	£	£
<b>Income from:</b>					
Donations and legacies	3	1,106,583	1,471,640	2,578,223	1,160,337
Charitable activities	4	1,507,236	-	1,507,236	1,469,524
Other trading activities	5	435,322	-	435,322	1,171,475
Investments	6	13,486	-	13,486	18,575
Total		<u>3,062,627</u>	<u>1,471,640</u>	<u>4,534,267</u>	<u>3,819,911</u>
<b>Expenditure on:</b>					
Raising funds	7	977,121	-	977,121	1,070,865
Charitable activities	8	1,888,973	743,342	2,632,315	2,625,426
Other	9	9,912	-	9,912	7,938
Total		<u>2,876,006</u>	<u>743,342</u>	<u>3,619,348</u>	<u>3,704,229</u>
Net gains/(losses) on investments		63,483	-	63,483	(54,857)
Net income		<u>186,621</u>	<u>728,298</u>	<u>914,919</u>	<u>115,682</u>
Net movements in funds		250,104	728,298	978,402	60,825
<b>Reconciliation of funds</b>					
Total funds brought forward		1,582,646	972,904	2,555,550	2,494,725
Total funds carried forward		<u><u>1,832,750</u></u>	<u><u>1,701,202</u></u>	<u><u>3,533,952</u></u>	<u><u>2,555,550</u></u>

The notes on pages 28 to 46 form an integral part of these financial statements.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND**  
**EXPENDITURE ACCOUNT AND STATEMENT OF TOTAL RECOGNISED GAINS**  
**AND LOSSES)**  
**YEAR ENDED 31 MARCH 2021**

..... continued

	Note	Unrestricted funds £	Restricted funds £	Total Funds 2020 £
<b>Income from</b>				
Donations and legacies	3	868,708	291,629	1,160,337
Charitable activities	4	1,400,305	69,219	1,469,524
Other trading activities	5	1,171,475	-	1,171,475
Investments	6	18,575	-	18,575
Total		<u>3,459,063</u>	<u>360,848</u>	<u>3,819,911</u>
<b>Expenditure on</b>				
Raising funds	7	1,070,865	-	1,070,865
Charitable activities	8	2,201,006	424,420	2,625,426
Other	9	7,938	-	7,938
Total		<u>3,279,809</u>	<u>424,420</u>	<u>3,704,229</u>
Net gains/(losses) on investments		(54,857)	-	(54,857)
Net income		<u>179,254</u>	<u>(63,572)</u>	<u>115,682</u>
Net movements in funds		124,397	(63,572)	60,825
<b>Reconciliation of funds</b>				
Total funds brought forward		<u>1,458,249</u>	<u>1,036,476</u>	<u>2,494,725</u>
Total funds carried forward		<u><u>1,582,646</u></u>	<u><u>972,904</u></u>	<u><u>2,555,550</u></u>

The notes on pages 28 to 46 form an integral part of these financial statements.

**NOTTINGHAMSHIRE HOSPICE LIMITED (REGISTRATION NUMBER:  
01509313)**

**BALANCE SHEET  
31 MARCH 2021**

		2021		2020	
	Note	£	£	£	£
<b>Fixed assets</b>					
Tangible assets	12		1,158,568		1,239,471
Investments	13		507,922		425,375
			<u>1,666,490</u>		<u>1,664,846</u>
<b>Current assets</b>					
Stocks and work in progress			-	1,852	
Debtors	14	639,003		924,274	
Cash at bank and in hand		<u>1,420,931</u>		<u>214,083</u>	
		2,059,934		1,140,209	
<b>Creditors: Amounts falling due within one year</b>	15		<u>(188,924)</u>		<u>(241,227)</u>
<b>Net current assets</b>			<u>1,871,010</u>		<u>898,982</u>
<b>Total assets less current liabilities</b>			3,537,500		2,563,828
<b>Creditors: Amounts falling due after more than one year</b>	16		<u>(3,548)</u>		<u>(8,278)</u>
<b>Net assets</b>			<u><u>3,533,952</u></u>		<u><u>2,555,550</u></u>
<b>The funds of the charity:</b>					
Restricted funds			1,701,202		972,904
Unrestricted funds			<u>1,832,750</u>		<u>1,582,646</u>
<b>Total charity funds</b>			<u><u>3,533,952</u></u>		<u><u>2,555,550</u></u>

Approved by the Board on 28 September 2021 and signed on its behalf by:

.....  
Mrs J Brunner  
Trustee

.....  
Mr C Peacock  
Trustee

The notes on pages 28 to 46 form an integral part of these financial statements.

# NOTTINGHAMSHIRE HOSPICE LIMITED

## CASH FLOW STATEMENT YEAR ENDED 31 MARCH 2021

	2021 £	2020 £
<b>Cash flows from operating activities</b>		
Net income/(expenditure) for the reporting period	978,402	60,825
Adjustments to cash flows from non-cash items:		
Depreciation and amortisation	162,726	168,373
(Gains)/loss on investments	(63,483)	54,857
Loss/(profit) on sale of investments	(23,507)	21,786
Loss/(profit) on sale of fixed assets	(26,400)	-
Dividends, interest and rents from investments	(13,115)	(17,840)
(Increase)/decrease in stocks	1,852	889
(Increase)/decrease in debtors	285,271	(259,377)
Increase/(decrease) in creditors	(57,033)	52,374
Net cash provided by (used in) operating activities	1,244,713	81,887
<b>Cash flows from investing activities</b>		
Dividends, interest and rents from investments	13,115	17,840
Proceeds from the sale of property, plant and equipment	38,289	-
Purchase of property, plant and equipment	(93,712)	(13,172)
Proceeds from sale of investments	375,973	245,806
Purchase of investments	(371,530)	(327,665)
Net cash provided by (used in) investing activities	(37,865)	(77,191)
Change in cash and cash equivalents	1,206,848	(112,304)
Cash and cash equivalents at 1 April	214,083	326,387
Cash and cash equivalents at 31 March	1,420,931	214,083
Cash in hand	1,420,931	214,083
<b>Total cash and cash equivalents</b>	<b>1,420,931</b>	<b>214,083</b>

The notes on pages 28 to 46 form an integral part of these financial statements.

# NOTTINGHAMSHIRE HOSPICE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2021

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### 1 GENERAL INFORMATION

The charity is a company limited by guarantee and is incorporated in England and Wales.

The address of its registered office is:

Fernleigh  
384 Woodborough Road  
Nottingham  
NG3 4JF

These financial statements were authorised for issue by the Board of trustees on 28 September 2021.

### 2 ACCOUNTING POLICIES

#### Charity status

The charity is a company limited by guarantee and has no share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

#### Basis of preparation

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 UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Nottinghamshire Hospice Limited meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

#### Preparation of the accounts on the going concern basis

The trustees consider that there are no material uncertainties about the trust's ability to continue as a going concern. The most significant areas of operational uncertainty are:

- Risk: Income generation may not meet the required target and there is a significant shortfall in the levels the levels required to support service delivery  
Mitigation: An income generations strategy is in place to increase income from fundraising, retail and contractual sources.
- Risk: Staff safety during the delivery of community services during unsocial hours.  
Mitigation: Staff receive induction and training on personal safety. Through the night management and tracking is in place to assure staff safety

# NOTTINGHAMSHIRE HOSPICE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2021

- 
- Risk: GDPR (General Data Protection Regulation) breaches
  - Mitigation: Policy in place, staff trained and the organisation has completed NHS Data Security Toolkit.

### **Critical accounting judgements and key sources of estimation uncertainty**

Preparation of the financial statements requires management to make significant judgements and estimates. During the preparation of these financial statements there have been no significant or material judgements and estimates that require disclosure.

### **Fund accounting policy**

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Restricted funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Designated funds are unrestricted funds set aside at the discretion of the trustees for specific purposes.

Further details of each fund are disclosed in note 21.

### **Income**

Donations and legacies is recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Incoming resources from tax reclaims are included in the statement of financial activities at the same time as the gift to which they relate.

Charitable activities includes income recognised as earned (as the related goods or services are provided) under contract.

Other trading activity income relates to shop, lottery and fundraising income. It is recognised on a receivables basis.

Investment income is recognised on a receivable basis.

### **Expenditure**

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Costs of generating funds are the costs of trading for fundraising purposes.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Expenditure on other items include those incurred in the governance of the charity and its assets and are primarily associated with statutory requirements

# NOTTINGHAMSHIRE HOSPICE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2021

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### Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

### Irrecoverable VAT

Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

### Fixed assets

Fixed assets are initially recorded at cost.

### Depreciation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Freehold interest in land & buildings	4% straight line
Short leasehold and other interests in land & buildings	Varying rates
Plant and machinery including motor vehicles	20% straight line
Fixtures, fittings and equipment	33.33 or 20% straight line

During the year, the trustees have reviewed the useful economic life of all asset categories and deemed that all reducing balance rates were to be changed to 20% straight line.

### Investments

Fixed asset investments are included at market value at the balance sheet date.

Realised gains and losses on investments are calculated as the difference between sales proceeds and their market value at the start of the year, or their subsequent cost, and are charged or credited to the statement of the financial activities in the period of disposal.

Unrealised gains and losses represent the movement in market values during the year and are credited or charged to the statement of financial activities based on the market value at the year end.

### Stock

Stock is valued at the lower of cost and net realisable value, after due regard for obsolete and slow moving stocks. Net realisable value is based on selling price less anticipated costs to completion and selling costs. Items donated for resale or distribution are not included in the financial statements until they are sold or distributed.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2021**

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**Hire purchase and finance lease contracts**

Assets held under finance leases, which are leases where substantially all the risks and rewards of ownership of the asset have passed to the charity, are capitalised in the balance sheet as tangible fixed assets and are depreciated over their useful lives. The capital elements of future obligations under the leases are included as liabilities in the balance sheet. The interest element of the rental obligation is charged to the statement of financial activities over the period of the lease and represents a constant proportion of the balance of capital repayments outstanding.

Assets held under hire purchase agreements are capitalised as tangible fixed assets and are depreciated over their useful lives. The capital element of future finance payments is included within creditors. Finance charges are allocated to accounting periods over the length of the contract.

**Operating leases**

Rentals payable under operating leases are charged in the statement of financial activities on a straight line basis over the lease term.

**Pensions**

The charity operates a defined contribution pension scheme. Contributions are charged in the statement of financial activities as they become payable in accordance with the rules of the scheme.

# NOTTINGHAMSHIRE HOSPICE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2021

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### Financial Instruments

#### *Classification*

Financial assets and financial liabilities are recognised when the charity becomes a party to the contractual provisions of the instrument.

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the charity after deducting all of its liabilities.

#### *Recognition and measurement*

All financial assets and liabilities are initially measured at transaction price (including transaction costs), except for those financial assets classified as at fair value through profit or loss, which are initially measured at fair value (which is normally the transaction price excluding transaction costs), unless the arrangement constitutes a financing transaction. If an arrangement constitutes a financing transaction, the financial asset or financial liability is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Financial assets and liabilities are only offset in the statement of financial position when, and only when there exists a legally enforceable right to set off the recognised amounts and the charity intends either to settle on a net basis, or to realise the asset and settle the liability simultaneously.

Financial assets are derecognised when and only when a) the contractual rights to the cash flows from the financial asset expire or are settled, b) the charity transfers to another party substantially all of the risks and rewards of ownership of the financial asset, or c) the charity, despite having retained some, but not all, significant risks and rewards of ownership, has transferred control of the asset to another party.

Financial liabilities are derecognised only when the obligation specified in the contract is discharged, cancelled or expires.

# NOTTINGHAMSHIRE HOSPICE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2021

### 3 INCOME FROM DONATIONS AND LEGACIES

	Unrestricted funds £	Restricted funds £	Total Funds 2021 £	Total Funds 2020 £
Fundraising - donations	56,770	-	56,770	62,510
Fundraising - legacies	216,192	-	216,192	734,734
Fundraising - grants	208,135	435,847	643,982	348,673
Other - donations	-	-	-	100
Other - grants	-	-	-	14,320
Government grants - COVID-19 furlough scheme	333,013	-	333,013	-
Hospice UK grants	-	1,035,793	1,035,793	-
Government grants - COVID 19 business rates grants	292,473	-	292,473	-
	<u>1,106,583</u>	<u>1,471,640</u>	<u>2,578,223</u>	<u>1,160,337</u>

### 4 INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total Funds 2021 £	Total Funds 2020 £
<b>Provision of hospice services</b>				
Payments from governments or public authorities in the normal course of trading	1,457,329	-	1,457,329	1,469,524
(Profit)/loss on sale of tangible fixed assets held for charity's own use	49,907	-	49,907	-
	<u>1,507,236</u>	<u>-</u>	<u>1,507,236</u>	<u>1,469,524</u>

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2021**

**5 INCOME FROM OTHER TRADING ACTIVITIES**

	<b>Unrestricted funds £</b>	<b>Restricted funds £</b>	<b>Total Funds 2021 £</b>	<b>Total Funds 2020 £</b>
Shop income	254,578	-	254,578	950,633
Warehouse takings	10,189	-	10,189	20,384
Fundraising - events	104,748	-	104,748	143,460
Lottery membership income	53,617	-	53,617	56,998
Insurance claims	12,190	-	12,190	-
	<u>435,322</u>	<u>-</u>	<u>435,322</u>	<u>1,171,475</u>

**6 INCOME FROM INVESTMENTS**

	<b>Unrestricted funds £</b>	<b>Restricted funds £</b>	<b>Total Funds 2021 £</b>	<b>Total Funds 2020 £</b>
Income from UK listed investments	7,871	-	7,871	10,677
Income from non-UK listed investments	5,244	-	5,244	7,163
Bank interest receivable	371	-	371	735
	<u>13,486</u>	<u>-</u>	<u>13,486</u>	<u>18,575</u>

# NOTTINGHAMSHIRE HOSPICE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2021

### 7 EXPENDITURE ON RAISING FUNDS

	Unrestricted funds £	Restricted funds £	Total Funds 2021 £	Total Funds 2020 £
<b>Retail activities</b>				
Cost of goods sold	2,582	-	2,582	4,239
Employment costs	452,940	-	452,940	501,647
Other direct costs	15,883	-	15,883	47,399
Establishment costs	208,960	-	208,960	205,792
Repairs and maintenance	25,342	-	25,342	14,871
Depreciation of tangible fixed assets	31,040	-	31,040	31,945
Office expenses	15,809	-	15,809	14,910
Cleaning	793	-	793	-
Advertising and promotion	-	-	-	163
Legal and professional costs	-	-	-	578
Bank charges	8,193	-	8,193	8,664
	<u>761,542</u>	<u>-</u>	<u>761,542</u>	<u>830,208</u>
<b>Fundraising events</b>				
Cost of goods sold	-	-	-	110
Cost of fundraising events	11,951	-	11,951	42,981
Employment costs	185,494	-	185,494	172,034
Other direct costs	5,598	-	5,598	6,768
Office expenses	7,432	-	7,432	-
Legal and professional costs	-	-	-	10,404
Bank charges	574	-	574	-
	<u>211,049</u>	<u>-</u>	<u>211,049</u>	<u>232,297</u>
<b>Lottery</b>				
Lottery prizes	85	-	85	2,200
Other direct costs	-	-	-	308
Advertising and promotion	-	-	-	1,104
Bank charges	-	-	-	863
	<u>85</u>	<u>-</u>	<u>85</u>	<u>4,475</u>
<b>Investment management costs</b>				
Administration of investments	4,445	-	4,445	3,885
	<u>977,121</u>	<u>-</u>	<u>977,121</u>	<u>1,070,865</u>

# NOTTINGHAMSHIRE HOSPICE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2021

### 8 EXPENDITURE ON CHARITABLE ACTIVITIES

	Activities undertaken directly £	Support costs allocated £	2021 £	2020 £
Provision of hospice services	2,632,315	-	2,632,315	2,625,426

### 9 OTHER EXPENDITURE

	Unrestricted funds £	Restricted funds £	Total Funds 2021 £	Total Funds 2020 £
Support costs allocated	9,912	-	9,912	7,938

### 10 AUDIT REMUNERATION

	2020 £	2019 £
Audit of the financial statements	7,562	6,900
<b>Other fees to auditors</b>		
Non-audit work: Accounts preparation	2,350	1,038
Non-audit work: Tax compliance services	-	-
	2,350	1,038

### 11 EMPLOYEES' REMUNERATION

The average number of persons employed by the charity (including trustees) during the year, analysed by category, was as follows:

	2021 No.	2020 No.
Management & support staff	21	25
Clinical services	91	90
Retail services	30	31
	142	146

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
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The aggregate payroll costs of these persons were as follows:

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Wages and salaries	2,544,083	2,443,490
Social security	176,004	157,273
Other pension costs	80,276	86,321
	<u>2,800,363</u>	<u>2,687,084</u>

**Trustees' remuneration and expenses**

No trustees received any remuneration or had expenses reimbursed during the year.

**Senior employees**

During the year, the number of senior employees who received emoluments, calculated on the basis of full time equivalents, falling within the following ranges was:

	<b>2021</b>	<b>2020</b>
	<b>No.</b>	<b>No.</b>
£60,000 - £70,000	-	-
£70,001 - £80,000	-	-
£80,001 - £90,000	1	1
	<u>1</u>	<u>1</u>

During the year, defined contribution pension contributions on behalf of these staff amounted to £6,500 (2020 - £6,500).

During the year, the number of staff who were accruing benefits under pension schemes was as follows:

	<b>2021</b>	<b>2020</b>
	<b>No.</b>	<b>No.</b>
Money purchase	<u>1</u>	<u>1</u>

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**NOTES TO THE FINANCIAL STATEMENTS**  
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**12 TANGIBLE FIXED ASSETS**

	Freehold interest in land and buildings £	Short leasehold and other interests in land and buildings £	Plant and machinery including motor vehicles £	Fixtures, fittings and equipment £	Total £
<b>Cost or Valuation</b>					
As at 1 April 2020	2,096,761	89,165	237,322	630,778	3,054,026
Additions	-	-	15,427	78,285	93,712
Disposals	-	-	(120,273)	(1,692)	(121,965)
As at 31 March 2021	<u>2,096,761</u>	<u>89,165</u>	<u>132,476</u>	<u>707,371</u>	<u>3,025,773</u>
<b>Depreciation</b>					
As at 1 April 2020	1,044,491	88,391	192,281	489,392	1,814,555
Eliminated on disposals	-	-	(109,512)	(564)	(110,076)
Charge for the year	<u>79,518</u>	<u>590</u>	<u>17,442</u>	<u>65,176</u>	<u>162,726</u>
As at 31 March 2021	<u>1,124,009</u>	<u>88,981</u>	<u>100,211</u>	<u>554,004</u>	<u>1,867,205</u>
<b>Net book value</b>					
As at 31 March 2021	<u>972,752</u>	<u>184</u>	<u>32,265</u>	<u>153,367</u>	<u>1,158,568</u>
As at 31 March 2020	<u>1,052,270</u>	<u>774</u>	<u>45,041</u>	<u>141,386</u>	<u>1,239,471</u>

**Freehold land and buildings**

The gross book value of freehold land and buildings includes £2,096,761 (2020 - £2,096,761) of depreciable assets.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2021**

**13 INVESTMENTS HELD AS FIXED ASSETS**

	Listed investments £	Cash deposits £	Total £
<b>Market value</b>			
As at 1 April 2020	404,989	20,386	425,375
Revaluation	63,483	-	63,483
Additions	206,330	165,200	371,530
Disposals	(181,727)	(170,739)	(352,466)
As at 31 March 2021	<u>493,075</u>	<u>14,847</u>	<u>507,922</u>
<b>Net book value</b>			
As at 31 March 2021	<u>493,075</u>	<u>14,847</u>	<u>507,922</u>
As at 31 March 2020	<u>404,989</u>	<u>20,386</u>	<u>425,375</u>

Investment assets can be further analysed as follows:

	UK £	Overseas £
Listed investments	195,569	297,506
Cash deposits	14,847	-
	<u>210,416</u>	<u>297,506</u>

**Listed investments**

Investments having a net book value of £493,075 (2020 - £404,989) are listed on a recognised stock exchange and had a market value of £490,330 at the end of the year (2020 - £402,244).

**14 DEBTORS**

	2021 £	2020 £
Trade debtors	26,999	19,129
Other debtors	56,873	42,419
Prepayments and accrued income	555,131	862,726
	<u>639,003</u>	<u>924,274</u>

# NOTTINGHAMSHIRE HOSPICE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2021

### 15 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Trade creditors	68,477	83,163
Taxation and social security	43,533	44,928
Other creditors	23,244	22,997
Accruals and deferred income	53,670	90,139
	<u>188,924</u>	<u>241,227</u>

Creditors amounts falling due within one year includes the following liabilities, on which security has been given by the charity:

	2021 £	2020 £
Hire Purchase	<u>4,729</u>	<u>4,729</u>

Obligations under finance lease and hire purchase are secured against the asset to which they relate.

### 16 CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	2021 £	2020 £
Other creditors	<u>3,548</u>	<u>8,278</u>

Creditors amounts falling due after more than one year includes the following liabilities, on which security has been given by the charity:

	2021 £	2020 £
Hire Purchase	<u>3,548</u>	<u>8,278</u>

Obligations under finance lease and hire purchase are secured against the asset to which they relate.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**NOTES TO THE FINANCIAL STATEMENTS**  
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**17 OPERATING LEASE COMMITMENTS**

As at 31 March 2021 the charity had annual commitments under non-cancellable operating leases as follows:

Operating leases which expire:

	<b>Land and Buildings</b>		<b>Other</b>	
	<b>2021</b>	<b>2020</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Within one year	107,004	70,233	3,531	3,531
Within two and five years	179,792	86,000	-	3,530
Over five years	20,833	33,333	-	-
	<u>307,629</u>	<u>189,566</u>	<u>3,531</u>	<u>7,061</u>

**18 PENSION SCHEME**

**Defined contribution pension scheme**

The charity operates a defined contribution pension scheme. The pension cost charge for the period represents contributions payable by the charity to the scheme and amounted to £80,276 (2020 - £86,321).

Contributions totalling £18,275 (2020 - £17,570) were payable to the scheme at the end of the period and are included in creditors.

**19 FINANCIAL INSTRUMENTS**

**Categorisation of financial instruments**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Financial assets measured at amortised cost	1,773,230	263,940
Financial liabilities measured at amortised cost	140,662	191,570
Total interest income for financial assets held at amortised cost	<u>371</u>	<u>735</u>

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2021**

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**20 RELATED PARTIES**

**Controlling entity**

The charity is controlled by the trustees who are all directors of the company.

**Related party transactions**

Mr C Peacock, Treasurer and a Member of Council, is a managing director at HSKS Greenhalgh. During the year, the charity incurred costs amounting to £4,800 (2020 - £6,496) for the provision of accountancy services by HSKS Greenhalgh with an amount of £nil (2020 - £3,000) outstanding at 31 March 2021.

**Key management personnel**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Total employee benefits paid to key management personnel	<u>140,737</u>	<u>145,110</u>

# NOTTINGHAMSHIRE HOSPICE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2021

### 21 ANALYSIS OF FUNDS

	At 1 April 2020	Incoming resources	Resources expended	Other recognised gains / losses	At 31 March 2021
	£	£	£	£	£
<b>Designated funds</b>					
Fixed assets	388,337	93,712	(115,581)	-	366,468
<b>General funds</b>					
General funds	1,194,309	2,968,915	(2,760,425)	63,483	1,466,282
<b>Restricted funds</b>					
Bathroom refurbishment	28,759	-	(1,855)	-	26,904
Department of Health	592,790	-	(36,930)	-	555,860
Dignity in care	129,331	-	(10,145)	-	119,186
Horizons of Hope - Phase III	78,336	-	(4,113)	-	74,223
Hospice at home & day care	-	102,895	(102,357)	-	538
Hospice complementary therapy	86	-	(86)	-	-
Hospice extension	1,270	-	(133)	-	1,137
Kitchen	2,095	-	(314)	-	1,781
Small equipment	6,262	-	(4,213)	-	2,049
The Lady Evelyn and Sir Joseph Pope Fund	1,774	-	(559)	-	1,215
Room with a View	415	-	(276)	-	139
Reception area refurbishment	10,014	-	(406)	-	9,608
Rainbow	35,469	-	(35,469)	-	-
PORT	1,224	332,952	(326,574)	-	7,602
Mansfield & Ashfield	69,219	-	(67,390)	-	1,829
NHDF	15,860	-	(15,860)	-	-
PHE	-	1,035,793	(136,662)	-	899,131
	972,904	1,471,640	(743,342)	-	1,701,202
	2,555,550	4,534,267	(3,619,348)	63,483	3,533,952

# NOTTINGHAMSHIRE HOSPICE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2021

### ANALYSIS OF FUNDS

	At 1 April 2019	Incoming resources	Resources expended	Other recognised gains / losses	At 31 March 2020
	£	£	£	£	£
<b>Designated funds</b>					
Fixed assets	334,938	130,172	(76,773)	-	388,337
<b>General funds</b>					
General funds	1,123,311	3,328,891	(3,203,036)	(54,857)	1,194,309
<b>Restricted funds</b>					
Ambulance, computer equipment & day care unit refurbishment	176	-	(176)	-	-
Bathroom refurbishment	30,614	-	(1,855)	-	28,759
Department of Health	630,430	-	(37,640)	-	592,790
Dignity in care	139,477	-	(10,146)	-	129,331
Garden	696	-	(696)	-	-
Horizons of Hope - Phase III	82,449	-	(4,113)	-	78,336
Hospice at home & day care	-	72,990	(72,990)	-	-
Hospice complementary therapy	86	1,000	(1,000)	-	86
Hospice extension	1,403	-	(133)	-	1,270
Kitchen	2,464	-	(369)	-	2,095
Lymphodaema clinic	63	-	(63)	-	-
Minibus appeal	4,532	-	(4,532)	-	-
Patient activities	129	-	(129)	-	-
Small equipment	21,321	-	(15,059)	-	6,262
The Lady Evelyn and Sir Joseph Pope Fund	26,903	-	(25,129)	-	1,774
Room with a View	4,650	-	(4,235)	-	415
Reception area refurbishment	10,419	-	(405)	-	10,014
Rainbow	25,000	45,584	(35,115)	-	35,469
PORT	55,664	154,221	(208,661)	-	1,224
Mansfield & Ashfield	-	69,219	-	-	69,219
NHDF	-	17,834	(1,974)	-	15,860
PHE	-	-	-	-	-
	1,036,476	360,848	(424,420)	-	972,904
	2,494,725	3,819,911	(3,704,229)	(54,857)	2,555,550

# NOTTINGHAMSHIRE HOSPICE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2021

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### **Designated funds**

The Fixed asset fund represents unrestricted funds invested in the functional fixed assets of the charity.

### **Restricted funds**

The following funds all represent capital projects from previous years. They consist of the tangible fixed assets acquired and are reduced by the periodic depreciation charge.

- Ambulance, computer equipment & day care unit refurbishment;
- Bathroom refurbishment;
- Department of Health (extension completed in 2011);
- Dignity in care (consisted of the construction of an extension to enhance the day care facilities);
- Hospice complementary therapy;
- Hospice extension;
- Hydraulic bed;
- Kitchen;
- Lymphodaema clinic;
- Minibus appeal;
- Oxygen concentrator;
- Reception area refurbishment;
- Small equipment.

The Garden fund consists of amounts received for expenditure on the garden and is represented by net current assets.

The Horizons of Hope - Phase III fund consists of amounts received for expenditure on the garden. A balance of £78,336 remains at the year end represented by tangible fixed assets.

The Patient activities fund consists of income to fund activities at the hospice and is represented by net current assets.

The Room with a View fund consists of amounts received for expenditure on a room for the patients and is represented by net current assets and tangible assets.

The Rainbow fund consists of income to support young adults with special needs and is represented by net current assets.

The PORT fund consists of income to fund the hospice at home emergency service project and is represented by net current assets.

The PHE fund consists of income to support people who have suffered a loss of a loved one and is represented by net current assets.

## **22 THE LADY EVELYN AND SIR JOSEPH POPE FUNDS**

Nottinghamshire Hospice Limited acknowledges the generous grants given by Lady Evelyn and Sir Joseph Pope.

# NOTTINGHAMSHIRE HOSPICE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2021

### Restricted fund

The restricted fund shows expenditure for the year of £25,129 consists of depreciation with the remaining fund balance of £1,774 represented by tangible assets.

### 23 NET ASSETS BY FUND

	Unrestricted funds	Restricted funds	Total Funds 2021	Total Funds 2020
	£	£	£	£
Tangible assets	366,468	792,100	1,158,568	1,239,471
Investments	507,922	-	507,922	425,375
Current assets	1,150,836	909,098	2,059,934	1,140,209
Creditors: Amounts falling due within one year	(188,924)	-	(188,924)	(241,227)
Creditors: Amounts falling due after more than one year	(3,548)	-	(3,548)	(8,278)
Net assets	<u>1,832,754</u>	<u>1,701,198</u>	<u>3,533,952</u>	<u>2,555,550</u>

	Unrestricted funds	Restricted funds	Total Funds 2020
	£	£	£
Tangible assets	388,340	851,131	1,239,471
Investments	425,375	-	425,375
Current assets	1,018,436	121,773	1,140,209
Creditors: Amounts falling due within one year	(241,227)	-	(241,227)
Creditors: Amounts falling due after more than one year	(8,278)	-	(8,278)
Net assets	<u>1,582,646</u>	<u>972,904</u>	<u>2,555,550</u>

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**STATEMENT OF FINANCIAL ACTIVITIES BY FUND**  
**YEAR ENDED 31 MARCH 2021**

	2021 Unrestricted Funds £	2021 Restricted Funds £	2021 Total £	2020 Total £
<b>Raising funds</b>				
<b>Retail activities</b>				
Opening stock	1,852	-	1,852	2,631
Purchases	730	-	730	3,460
Closing stock	-	-	-	(1,852)
Staff pensions	14,030	-	14,030	16,454
Private health insurance	697	-	697	445
Wages and salaries	416,468	-	416,468	459,044
Staff NIC (Employers)	21,745	-	21,745	25,704
Motor & travel expenses	4,730	-	4,730	8,472
Sundry expenses	11,153	-	11,153	38,927
Light, heat and power	18,834	-	18,834	20,933
Rent	161,484	-	161,484	160,165
Insurance	12,280	-	12,280	15,561
Rates	16,362	-	16,362	9,133
Repairs and maintenance	25,342	-	25,342	14,871
Depreciation	31,040	-	31,040	31,945
Telephone and fax	9,152	-	9,152	8,625
Computer software and maintenance costs	6,657	-	6,657	6,285
Cleaning	793	-	793	-
Advertising	-	-	-	163
Legal and professional fees	-	-	-	578
Bank charges	8,193	-	8,193	8,664
	<u>761,542</u>	<u>-</u>	<u>761,542</u>	<u>830,208</u>

This page does not form part of the statutory financial statements.

**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**STATEMENT OF FINANCIAL ACTIVITIES BY FUND**  
**YEAR ENDED 31 MARCH 2021**

..... continued

	2021 Unrestricted Funds £	2021 Restricted Funds £	2021 Total £	2020 Total £
<b>Fundraising events</b>				
Opening stock	-	-	-	110
Cost of fundraising events	11,951	-	11,951	42,981
Staff pensions	5,000	-	5,000	4,634
Private health insurance	387	-	387	168
Wages and salaries	166,706	-	166,706	154,999
Staff NIC (Employers)	13,401	-	13,401	12,233
Motor & travel expenses	4	-	4	1,546
Sundry expenses	5,594	-	5,594	5,222
Telephone and fax	829	-	829	-
Computer software and maintenance costs	6,603	-	6,603	-
Legal and professional fees	-	-	-	10,404
Bank charges	574	-	574	-
	<u>211,049</u>	<u>-</u>	<u>211,049</u>	<u>232,297</u>
<b>Lottery</b>				
Lottery prizes	85	-	85	2,200
Sundry expenses	-	-	-	308
Advertising	-	-	-	1,104
Bank charges	-	-	-	863
	<u>85</u>	<u>-</u>	<u>85</u>	<u>4,475</u>
<b>Investment management costs</b>				
Investment management costs	4,445	-	4,445	3,885
Raising funds	<u>977,121</u>	<u>-</u>	<u>977,121</u>	<u>1,070,865</u>

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**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**STATEMENT OF FINANCIAL ACTIVITIES BY FUND**  
**YEAR ENDED 31 MARCH 2021**

..... continued

	2021 Unrestricted Funds £	2021 Restricted Funds £	2021 Total £	2020 Total £
<b>Charitable activities</b>				
<b>Provision of hospice services</b>				
Purchases	-	180	180	-
Staff pensions	43,505	17,741	61,246	65,233
Private health insurance	1,863	61	1,924	1,505
Wages and salaries	1,389,478	571,431	1,960,909	1,829,447
Subcontract cost	35,740	5,027	40,767	69,894
Staff NIC (Employers)	90,515	50,343	140,858	119,336
Motor & travel expenses	35,217	19,092	54,309	81,022
Sundry expenses	42,847	5,226	48,073	85,277
Light, heat and power	21,118	-	21,118	24,682
Insurance	14,906	-	14,906	12,207
Rates	5,067	-	5,067	3,824
Repairs and maintenance	16,658	14,566	31,224	38,964
Depreciation	72,742	58,944	131,686	136,428
Staff training	16,162	110	16,272	16,723
Telephone and fax	13,546	473	14,019	10,848
Computer software and maintenance costs	40,897	-	40,897	37,415
Cleaning	16,816	-	16,816	28,878
Advertising	3,024	-	3,024	11,246
Legal and professional fees	28,790	148	28,938	30,494
Bank charges	82	-	82	217
(Profit)/loss on sale of tangible fixed assets held for charity's own use	-	-	-	21,786
	<u>1,888,973</u>	<u>743,342</u>	<u>2,632,315</u>	<u>2,625,426</u>
Charitable activities	<u>1,888,973</u>	<u>743,342</u>	<u>2,632,315</u>	<u>2,625,426</u>

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**NOTTINGHAMSHIRE HOSPICE LIMITED**  
**STATEMENT OF FINANCIAL ACTIVITIES BY FUND**  
**YEAR ENDED 31 MARCH 2021**

..... continued

	<b>2021 Unrestricted Funds £</b>	<b>2021 Restricted Funds £</b>	<b>2021 Total £</b>	<b>2020 Total £</b>
<b>Other expenditure</b>				
Auditors' remuneration - non audit work	2,350	-	2,350	1,038
The audit of the charity's annual accounts	7,562	-	7,562	6,900
	<u>9,912</u>	<u>-</u>	<u>9,912</u>	<u>7,938</u>
Other expenditure	<u>9,912</u>	<u>-</u>	<u>9,912</u>	<u>7,938</u>
Total expenditure	<u>2,876,006</u>	<u>743,342</u>	<u>3,619,348</u>	<u>3,704,229</u>

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