

THE HOSPICE OF THE GOOD SHEPHERD

England & Wales · Charity number 701876

Details

Other names	BASSETLAW HOSPICE OF THE GOOD SHEPHERD, CEDAR HOUSE
Status	Registered
Legal form	Other
Registered	1989-08-09
Register	View on the Charity Commission register

Contact

Address	Bassetlaw Hospice Of The Good Sheph North Road Retford DN22 7XF
Phone	01777200060
Email	give@bassetlawhospice.org
Website	www.bassetlawhospice.org

Activities

Objects: THE RELIEF OF PAIN SUFFERING AND DISEASE AMONGST TERMINALLY ILL PERSONS IN RETFORD, WORKSOP AND DISTRICTS BY SUPPORTING THE CHARITABLE WORK OF ANY INSTITUTION THAT PROVIDES SUCH CARE

Activities: The Bassetlaw Hospice, working in partnership with the Nottinghamshire Foundation NHS Trust, provides facilities and services to support palliative care for the local community. It exists to enable patients living with a progressive life limiting illness and their carers, to achieve the best quality of life.

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information
- **What:** The Advancement Of Health Or Saving Of Lives
- **Who:** The General Public/mankind

Geography

- **Area of benefit:** RETFORD, WORKSOP AND DISTRICTS
- Nottinghamshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£516,145	£494,889	£6,788,258	8
2024-03-31	£430,821	£513,898	-	-
2023-03-31	£598,557	£545,062	£6,529,659	7
2022-03-31	£620,255	£437,382	£6,831,117	6
2021-03-31	£556,993	£418,603	£6,389,952	6

Trustees

Name	Role	Appointed
MICHAEL WILLIAM QUIGLEY MBE	Chair	
Anthony Tromans		2020-11-16
DAVID THOMAS CASHMORE		
DOROTHY BASTOW		2020-11-16
Dawn Cragg MBE		2022-11-21

THE HOSPICE OF THE GOOD SHEPHERD

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Accounts



Bassetlaw Hospice

MAINTAINING THE QUALITY OF CARE

TRUSTEE REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2025



Registered Charity Number: 701876

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
REPORT OF THE TRUSTEES
FOR THE YEAR ENDING 31ST MARCH 2025
REGISTERED CHARITY NUMBER 701876

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A MESSAGE FROM THE CHAIRMAN




The Hospice is moving into a new phase of its development over the coming months and as reported in last year's Annual Report we have been in wide ranging talks with the Integrated Care Board (ICB). We will be almost turning full circle to where our service began, and further information is in the main body of the report. There is still much work to do to achieve our stand-alone position and to reflect this Bonney Baggaley has been appointed as CEO.

We look forward to working with Bassetlaw GPs to ensure we continue to provide Hospice Care to our residents. We will need to increase our fundraising efforts, and work is already underway to ensure that we achieve this.

We are looking forward to the challenge as we move forward as a fully independent Hospice.

I would as ever like to thank our board of trustees, charity staff, nursing and hospice staff and not forgetting our volunteers for their continued hard work and commitment. We will continue now and, in the future, to strive to provide the highest level of care that has always been at the heart of Bassetlaw Hospice.


Mike Quigley MBE
Chairman of Trustees

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The Trustees present their annual report together with the financial statements of the charity for the year ended 31st March 2025. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's trust deed, The Charities Act 2011, 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 the Republic of Ireland (FRS 102) (effective 1st January 2019)

Objectives and activities for the public benefit

Objectives

The objectives of the charity are to raise funds to provide hospice care to the residents of Worksop, Retford and the surrounding area which is known as Bassetlaw. Situated in the county of Nottinghamshire and to work with other healthcare providers in the development and provision of palliative care.



Beneficiaries and public benefit

The activities undertaken by the charity provide a benefit to all the people of Bassetlaw who have a need of palliative care, subject to limitations imposed by the number of places available. The charity's activities are not considered to cause any adverse effects to any members of the public. Any personal benefits gained by persons other than those receiving the care is considered to be incidental to the work of the charity.

Charity Commission

The Trustees consider these objectives continue to provide public benefit for the local community by ensuring the availability of this care. They have referred to the Charity Commission's general guidance of public benefit when reviewing the aims and objectives and in planning the Charity's future activities.

Charitable activities

Under Licence, approved by the Charity Commission, the nursing and medical costs of the service are currently funded directly by Nottinghamshire Healthcare NHS Foundation Trust ("Service Provider"). The charity is responsible for all additional patient services including complimentary therapy, hairdressing, diversional therapy and patient transport. The maintenance, replacement and repair of the building, gardens and fixtures and fittings, the insurance and running costs are all funded by the charity. The charity also funds a number of other services both clinical and non-clinical, to support the hospice and the services we provide.



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A review of our achievements and performance and our future plans

This year has witnessed some challenges regarding the delivery of the clinical care which is currently delivered by Nottinghamshire Healthcare NHS Foundation Trust. The discussion regarding the stability of the service has been discussed for some time, however the decision has finally been reached for Nottinghamshire Healthcare NHS Foundation Trust to withdraw from the service.

Work has been undertaken during this year to secure another NHS provider without success and so the decision was reached by the Trustees for the charity to apply to become independent.

After extensive work with the Integrated Care Board and following a tender process, the charity has been deemed as a suitable provider. The date proposed for the transfer of services is the 1st September 2025.

This decision was not reached lightly by the Trustees however without another provider the hospice was certain to close, and this was the position the Trustees faced.

The Integrated Care Board will provide the charity with £1.3m of funding each year for 3 years towards the clinical care however there remains a shortfall, increasing the amount of income the charity will need to raise.

With this being a new service with a new medical model, the service will be kept under review.

There will be many changes within the service and the Trustees look forward to sharing the outcome within the next Annual Report.

Our place in the community

In our 31st year, our objectives as a charity remains the same, to raise funds for the provision of hospice care for the people of Bassetlaw. We continue to work closely with local healthcare providers including MacMillan, GP Surgeries, Hospitals and Care Homes in the development of a palliative care service to meet the needs of the patients and their loved ones at what is always a very difficult time in their lives.

Building for the future

We are taking part in the National Hospice UK legacy campaign year 2. The campaign was launched in 2025 and will continue into 2026. This is to raise awareness of the importance and impact of being left a gift in a will and how legacies help secure the future of the hospice.

This year we have been able to continue the development of the charity's website. We are very pleased with the outcome and the feedback that we have received. The site is attractive, user friendly and interactive, allowing users to navigate between pages. The website hosts online forms, allowing users to sign up as volunteers, join as Friends of the Hospice and get involved in fundraising. This year we have introduced a Support and Wellbeing online referral page which allows patients and families to refer into the service directly. This is to make access to the hospice even easier for the community of Bassetlaw.

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Volunteers

We are incredibly fortunate to have a wonderful team of volunteers whose commitment and hard work is invaluable to the charity. Volunteers enhance the services that the charity provides and this year during lockdown we have been able to review the roles of our volunteers.

There are a variety of roles at the hospice, these include:

Support and Wellbeing Centre

- Befriending patients
- Serving drinks and meals
- Assisting with arts, crafts and therapies
- Leading on interactive activities



Kitchen

- Assisting the catering team
- Serving meals
- General kitchen duties

Drivers

- Drivers collect and return home patients attending Support and Wellbeing Centre
- Volunteers must have a four door car with full comprehensive insurance
- A mileage allowance is paid.

Meet and Greet - Face of the Hospice

- Volunteers welcome and assist patients and visitors to the Hospice.
- Show patients to the Support and Wellbeing Centre
- Show visitors to the IPU
- Support our Ward Clerk and Charity Operations Manager

Digital Marketing

- Support the development of our social media platforms
- Blog writing
- Website improvements
- Increase brand awareness
- promotion of virtual fundraising
- Newsletter development



Gardening

Volunteers assist the gardening team with weeding, planting, and general garden maintenance.

Retail Opportunities

- Receiving, sorting and preparing stock for sale
- Displaying and selling donated stock
- Serving customers
- Serving in the Hospice Tea Bar located in Retford Hospital

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Fundraising Opportunities

- Selling raffle tickets
- Baking cakes to sell at fundraising events
- Helping with supermarket collections or bag packing
- Staffing a stall at an event
- Serving refreshments
- Assisting at our organised events

Our events in the community, which are often at weekends or in the evenings have previously proven popular with people who are employed but want to give something back to the community. Many of our volunteers provides crafts, bake cakes and support the charity with donations and contributions: they are all part of the hospice team and as a board we thank them immensely. The time given by volunteers, if calculated in terms of salary, would amount to thousands of pounds and without their help and support it would not be possible to maintain the high standards of care or generate the income required.

As a charity we are continuing to run recruitment drives for volunteers and we are impressed with the outcome so far.

Fundraising

The local community have always been ready to support not only the events that our team organise but also to arrange their own unique ways to raise funds for the hospice and this year is no exception to that.

Debbie, our Community Fundraiser is always on hand to help provide support and guidance to individuals, businesses, clubs and organisations who generously use their own contacts to raise funds for the charity.

The Fundraising subcommittee, consisting of trustees, staff, nursing staff and members of the public who meet at least 4 times a year to plan, develop and review in-house and community fundraising events. The charity's aim is not only to provide income but to engage with our supporters and ensure the profile of the hospice continues to remain as an active and important element within Bassetlaw and the community it serves.

The highlights this year include: Snowdon which raised over £15,000. We also continue with our Afternoon Tea Party, which took place in the museum gardens with 65 attendees, Tie a yellow ribbon event at Barnby Moor, Ladies Lunch, Easter Fayre, Christmas Fayre and our Christmas star event, which was linked with the grief awareness week. This year we had quiz night with pie and peas at the hospice which was very popular. In line with our 30th Birthday, we are held a Grand Prize Draw, it was drawn in September 2024.



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Retail

This year the shops continued to undergo a lot of changes, including the continuation of Gift Aid. As a policy we only sell items donated by the local community. The volunteers have embraced the opportunity to be open and we are always grateful for the quality donations that we receive and would like to take this opportunity to say thank you to our hard-working volunteers and to the community for their ongoing support.

The Tea Bar at Retford Hospital has really started to bloom again, we have even used this resource to launch a tuck box in the Hospice which is very popular with staff and visitors.



Financial Summary

The charity reports a gain for the year of £21,256 before investment gains. This compares to a loss in the previous year of £83,077. The gain is after taking into account legacies and donations of £254,764 compared to £191,831 for the previous year. Legacies are a very important source of income for the charity and the trustees are forever grateful to those families that leave a bequest at, what can often be, a very difficult time for all concerned. The charity has joined a Hospice UK programme for improving legacies.

The total value of available unrestricted funds, including investments, at the end of the financial year is £6,788,258 compared to £6,731,598 at the previous financial year end. The cash position, included in total funds, is £184,882 (2024: £183,631).

The charity continues to delegate the management of its investment portfolio to professional independent fund managers Rathbones, who manage the charity's investment portfolio within predetermined parameters of asset class and risk. Financial markets are not immune from the effects of global events and recent years have seen significant movement in fund values and returns. In the previous year, Rathbones departed from its formula of 80+% in equities to take advantage of gilts and other fixed interest bonds with this element of the portfolio reaching 35+% at times. This year there was a £56,660 positive movement in net funds compared to £201,939 for the previous year.

The combined income from the shops in Retford and Worksop at £82,315 was reduced from last year and slightly below budget. Both shops are fully staffed thanks to a wonderful number of volunteers. It is these volunteers across all areas of the charity that make working in and running the charity so rewarding.

As ever our principal funding source remains the people of Bassetlaw whose generosity allows us to continue to develop and deliver a high level of hospice service. The trustees and staff will continue to monitor closely the trading results and balance sheet and continue to operate a strong system of budgetary control with set authority levels and as a result all costs strictly controlled.

The costs of raising funds for the charity were higher than the previous year, mainly due to increase in staff costs and general inflationary cost rises. Costs for charitable activities were down on the previous year by £42,512 mainly due to lower non medical NHS costs, facilities contracts' costs and reducing depreciation costs. It is worth mentioning here that a fully detailed glossary of accounts are reviewed by the trustees on a monthly basis.

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Events after the end of the reporting period

The newly formed Integrated Care Board for Nottinghamshire has undertaken a detailed review of Palliative Care and End of Life Pathway. This has included how to manage the cost of £500,000 to meet the shortfall in the cost of providing the care the Notts Area Health can afford and the level of service the ICB can fund.

Bassetlaw Hospice is not alone in feeling this squeeze and there is an alliance of Mid Notts Hospice Charities that are investigating ways this can be managed without dramatically affecting the service offered by Bassetlaw Hospice and other similar hospice charities.

This Alliance sits as a board and Bonney Baggaley is the Hospice Board member. At the beginning of this year the Hospice elected to join the Alliance and its focus is "fast tracking" the combined hospice spare bed capacity to meet the requirements of Nottinghamshire NHS.

Following the year end, the trustees have made the decision to transfer the operations of the charity to a newly formed Charitable Incorporated Organisation (CIO). This will include the transfer of all its staff, investments and assets and liabilities to the CIO.

Going concern

As noted above, following the year end, the trustees have made the decision to transfer the operations of the charity to a newly formed Charitable Incorporated Organisation (CIO).

After due consideration of the above and all other relevant factors, the trustees continue to adopt the going concern basis in preparing the financial statements since preparing the accounts under any other basis e.g. break-up basis would not be materially different.

Investment policy

The trustees have placed voluntary restrictions on the investments which can, with the agreement of the board be changed at any time.

Considering the current economic climate, the board are satisfied with the current performance of the portfolio. The board receives an annual presentation from Rathbones to discuss the strategy and consider the external factors affecting the performance of the portfolio.

Reserves policy

The reserves policy is reviewed annually, and it is the policy of the charity to:

- Strike a balance between financial prudence and investment in facilitating quality services
- Maintain unrestricted funds which are available for general use and equate to approximately two years hospice operating expenditure
- Hold sufficient reserves to cover the work impact of a negative event. This is currently set at £1.0m
- To hold appropriate designated reserves for strategic and capital projects as determined on an annual basis
- Where required hold restricted funds in accordance with specific restrictions either by the wishes of the donor or by the donor or by the nature of the appeal.
- To hold, at all times, liquid assets to provide operational working capital and to ensure cash balances never fall below £250,000

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Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

They actively review the major risks which are classified as constitutional, financial, operational and external which the charity faces on a regular basis and which may impact on the service the charity aims to provide.

Constitutional - The trustees believe that procedures are in place to cover any risk which may arise regarding constitutional or governance matters.

Financial - The trustees consider the variability of returns and the fluctuations of valuation on the investment portfolio to constitute a financial risk and recent volatility in world stock markets has demonstrated that risk. The trustees consider the portfolio to be a long-term investment and the income is not a large portion of total income. The trustees consider that the charity could continue with no investment income from this portfolio therefore the risk is acceptable.

The trustees consider that the reserves of the charity are sufficient to cover approximately two year's operating costs. This does not include the stock market investments, which are excluded as they are prone to fluctuation as stated above.

Operational - The trustees recognise the responsibility the charity has to ensure the building, fixtures, fittings, and maintenance ancillary services provided are to a high standard compatible with those required by the Bassetlaw Health Partnership.

The trustees will ensure the ongoing development of clear operating procedures for the running of the charity in order to mitigate any significant risks.

External - All fundraising activities are insured by external parties, who require full risk assessments specific to each activity or event.

A formal review of all other risks is ongoing to ensure the charity can take action to minimise such risks.

Structure, Governance & Management

Governing document

The charity is constituted under a trust deed dated 28th July 1989 which, with the approval of the Charity Commission, was superseded by a scheme dated 30th June 2004 and is an unincorporated company. The area to benefit under the deed is the district surrounding Retford and Worksop, known as Bassetlaw. The Fund created under the deed is for all donations, subscriptions and bequests which are to be used to provide premises, fixtures, fittings and equipment to maintain a hospice for the benefit and treatment of pain and suffering amongst the terminally ill residents of the area, catering for both their physical and spiritual welfare.

Copies of the deed are available from Bassetlaw Hospice, Cedar House, North Road, Retford, DN22 7XF.

Recruitment and training of new trustees

The trustees are elected to serve for two years on the Executive Committee, which meets every two months. Every year half the trustees are nominated for re-election.

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Induction and training of new trustees

The charity follows the Charity Commission's recommendations with regard to trustees' induction. All new trustees are provided with a Help the Hospices Trustee Induction Pack along with a copy of the most recent full accounts and the Charity Commissions publication CC3 The Essential Trustee - What you need to know, what you need to do and given details where Charity Commission literature can be found. New trustees are encouraged to spend time at the hospice working with staff and volunteers to fully understand the nature of the care provided.

Organisational structure

The hospice is situated in Retford. The charity also maintains a shop and fundraising office (known as the Appeal Office) at 4 Jubilee Courtyard, Retford and a shop at Worksop.

The day-to-day running of the charity and fund-raising activities are managed by a salaried Charity Operations Manager. Six part time paid members of staff are employed in fundraising, administration, maintenance and gardening.

Key management personnel remuneration

The trustees consider the board of trustees and the Charity Operations Manager as comprising the key management personnel of the charity in charge of directing and controlling the charity and running and operating the charity on a day-to-day basis. All trustees give of their time freely and no trustee remuneration or trustee expenses were paid in the year.

Trustees are required to disclose all relevant interests and register them with the Charity Operations Manager and in accordance with policy withdraw from decisions where a conflict of interest arises.

The pay of the Charity Operations Manager is reviewed by the trustees on a regular basis. In view of the size and nature of the charity the trustees set the level of pay for the Charity Operations Manager with reference to similar positions within the health service and other local charities of a similar size.

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Reference and administrative details:

Registered Charity number: 701876

Principal address: Cedar House, North Road, Retford, DN22 7XF

Auditors: Hawsons
5 Sidings Court, White Rose Way, Doncaster, DN4 5NU

Solicitors: Emma Thompson
Jones and Company, Cannon Square, Retford, DN22 6PB

Bankers: Lloyds Bank, High Street, Lincoln, LN5 7AP
CAF Bank Limited, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent,
ME19 4JQ
Virgin Money, Jubilee House, Gosforth, Newcastle upon Tyne,
NE3 4PL

Investment managers: Rathbone Investment Management
Port of Liverpool Building, Pier Head, Liverpool, L3 1NW

Trustees:	Position:
M W Quigley MBE	Chairman
D T Cashmore	Vice Chairman
R Ashmore	Treasurer
M Childs	Secretary
R Robinson	
B Spencer	
P Jefferson	
A Tromans	
D Bastow	
D Craggs	
D Bamford	

Chief Executive Officer : B Baggaley

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Statement of Trustees' Responsibilities

The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the charity trustees to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charity and of the incoming resources and application of resources, of the charity for that period. In preparing the financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS102);
- 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to assume that the company will continue on that basis.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy, at any time, the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Account and Reports) Regulations 2008 and the provisions of the Trust Deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from the legislation in other jurisdictions.

Approved by the trustees on 21 July 2025 and signed on its behalf by:



M W Quigley MBE – Chair of Trustees

Independent Auditor's Report to the Trustees of Bassetlaw Hospice of the Good Shepherd

Opinion

We have audited the financial statements of Bassetlaw Hospice of the Good Shepherd (the 'charity') for the year ended 31 March 2025, which comprise the Statement of Financial Activities (incorporating the Income and Expenditure Account), the Statement of Financial Position, the Statement of Cash Flows, and the Notes forming part of the Financial Statements, including 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 charity's affairs as at 31 March 2025 and of incoming resources and application of resources, for the year than 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 Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity 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.

Emphasis of matter

As disclosed in note 1b – Going Concern, following the year end, the trustees made the decision to transfer the operations of the charity to a newly formed Charitable Incorporated Organisation (CIO).

After due consideration of the above and all other relevant factors, the trustees continue to adopt the going concern basis in preparing the financial statements since preparing the accounts under a basis other than going concern would not be materially different.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the charity's 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 charity'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 charity trustees with respect to going concern are described in the relevant sections of this report.

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.

**Independent Auditor's Report to the Trustees of Bassetlaw Hospice of the Good Shepherd
(continued)**

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 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; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities set out on page 12, the trustees 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 charity'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 charity or to cease operations, or have no realistic alternative but to do so.

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 of 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 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:

The charity is subject to laws and regulations that directly and indirectly affect the financial statements. Based on our understanding of the company and the environment it operates within, we determined that the laws and regulations which were most significant included FRS 102, Charities Act 2011 and Health and Safety regulations. We considered the extent to which non-compliance with these laws and regulations might have a material effect on the financial statements, including how fraud might occur. We evaluated management's incentives and opportunities for fraudulent manipulation of the financial statements (including the risk of override of controls), and determined that the principal risks were related to the posting

**Independent Auditor's Report to the Trustees of Bassetlaw Hospice of the Good Shepherd
(continued)**

of inappropriate journal entries to improve the charity's result for the period, and management bias in key accounting estimates.

Audit procedures performed by the engagement team included:

- Discussions with management and those responsible for legal compliance procedures within the charity to obtain an understanding of the legal and regulatory framework applicable to the charity and how the charity complies with that framework, including consideration of known or suspected instances of non-compliance with laws and regulations and fraud;
- Reviewing minutes of trustee meetings;
- Identifying and assessing the design effectiveness of controls that management has in place to prevent and detect fraud and non-compliance with laws and regulations;
- Challenging assumptions and judgements made by management in their significant accounting estimates, in relation to the valuation of stock.
- Identifying and testing journal entries, in particular any journal entries posted with unusual account combinations or posted by senior management.

There are inherent limitations in the audit procedures described above and the more removed non-compliance with laws and regulations is from the events and transactions reflected in the financial statements, the less likely we are to become aware of it. Also, the risk of not detecting a material misstatement due to fraud is higher than the risk of not detecting one resulting from error, as fraud may involve deliberate concealment by, for example, forgery or intentional misrepresentations, or through collusion.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditors/audit-assurance/auditor-s-responsibilities-for-the-audit-of-the-fi/description-of-the-auditor%E2%80%99s-responsibilities-for>. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charity'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 charity'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 charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.



Daniel Wood (Senior Statutory Auditor)

For and on behalf of Hawsons Chartered Accountants, Statutory Auditor

5 Sidings Court
White Rose Way
Doncaster
South Yorkshire
DN4 5NU

5 August 2025

Hawsons Chartered Accountants is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor for a company under section 1212 of the Companies Act 2006.

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDING 31ST MARCH 2025

	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds 2025 £	Total Funds 2024 £
Incoming resources from charitable activities:					
Donations and legacies	2	254,764	-	254,764	191,831
Charitable activities	3	2,389	-	2,389	3,595
Other trading activities	4	114,090	-	114,090	109,325
Investment income	5	137,224	-	137,224	126,070
Grant income	6	7,678	-	7,678	-
		<u>516,145</u>	<u>-</u>	<u>516,145</u>	<u>430,821</u>
Total income		<u>516,145</u>	<u>-</u>	<u>516,145</u>	<u>430,821</u>
Expenditure					
Cost of raising funds					
Charity shops	7(i)	94,387	-	94,387	91,073
Costs of generating voluntary income	7(ii)	98,588	-	98,588	87,075
Investment management	7(iii)	27,693	-	27,693	19,017
		<u>220,668</u>	<u>-</u>	<u>220,668</u>	<u>197,165</u>
Charitable activities	8	274,221	-	274,221	316,733
		<u>494,889</u>	<u>-</u>	<u>494,889</u>	<u>513,898</u>
Total expenditure		<u>494,889</u>	<u>-</u>	<u>494,889</u>	<u>513,898</u>
Net surplus / (deficit) before gains on investments		21,256	-	21,256	(83,077)
Net gain on investment assets		35,404	-	35,404	285,016
Net movement in funds		56,660	-	56,660	201,939
Total funds brought forward		<u>6,731,598</u>	<u>-</u>	<u>6,731,598</u>	<u>6,529,659</u>
Total funds carried forward		<u>6,788,258</u>	<u>-</u>	<u>6,788,258</u>	<u>6,731,598</u>

The statement of financial activities includes all gains and losses recognised in the year. All incoming resources and reserves expended derive from continuing activities. The notes on pages 18 to 29 form part of these financial statements.

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
STATEMENT OF FINANCIAL POSITION
AS AT 31ST MARCH 2025

			2025	2024
	Notes	£	£	£
Fixed Assets				
Tangible assets	13		1,389,989	1,459,105
Investments	14		5,219,398	5,086,423
Current Assets				
Stocks	15	283		283
Debtors	16	26,938		22,066
Cash at bank and in hand	17	184,882		183,631
		212,103		205,980
Creditors: amounts falling due within one year	18	(33,232)		(19,910)
			178,871	186,070
Net Current Assets			178,871	186,070
Net Assets			6,788,258	6,731,598
Funds				
Unrestricted funds			6,788,258	6,731,598
Total charity funds			6,788,258	6,731,598

The financial statements were approved and authorised for issue by the Trustees and were signed on its behalf on 21 July 2025

M W Quigley MBE
Chair of Trustees



BASSETLAW HOSPICE OF THE GOOD SHEPHERD
STATEMENT OF CASHFLOWS
FOR THE YEAR ENDING 31ST MARCH 2025

	Notes	2025 £	2024 £
Cash flow from operating activities			
Net cash used in operating activities	22	(32,659)	(86,092)
Cash flows from investing activities:			
Dividends, interest and income from investments		137,224	126,070
Purchase of property, plant and equipment		(5,743)	-
Proceeds from sale of investments		649,943	893,482
Purchase of investments		(567,524)	(1,108,310)
Net cash received from / (used in) investing activities		<u>213,900</u>	<u>(88,758)</u>
Change in cash and cash equivalents in the year		181,241	(174,850)
Cash and cash equivalents at the beginning of the year		277,681	452,531
Cash and cash equivalents at the end of the year	23	<u>458,922</u>	<u>277,681</u>

1.

i. GENERAL INFORMATION

The charity is an unincorporated organisation and a registered charity. The registered address is Cedar House, North Road, Retford, DN22 7XF.

ii. STATEMENT OF COMPLIANCE

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 2019) - (Charities SORP (FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

iii. ACCOUNTING POLICIES

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the financial statements are as follows:

a. Basis of preparation

Bassetlaw Hospice of the Good Shepherd meets the definition of a public benefit entity under FRS 102.

The assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

The financial statements are prepared in sterling, which is the functional currency of the charity.

b. Going concern

As disclosed in note 25, following the year end, the trustees made the decision to transfer the operations of the charity to a newly formed Charitable Incorporated Organisation (CIO).

After due consideration of the above and all other relevant factors, the trustees continue to adopt the going concern basis in preparing the financial statements since preparing the accounts under any other basis e.g. break-up basis would not be materially different.

c. Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances. The nature of estimation means that the outcomes could differ from those estimates.

The most significant area of estimation uncertainty for the charity is in relation to the useful economic life of the fixed assets.

d. Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Designated funds are unrestricted funds earmarked by the board of trustees for particular purposes.

Restricted funds are subject to restrictions on their expenditure imposed by the donor or through the terms of an appeal. Currently the charity does not have any restricted funds.

e. Incoming resources

All incoming resources are included in the Statement of Financial Activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.
- Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.
- Investment income is included when receivable.
- Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.
- Legacy income is recognised when it is probable that it will be received.

f. Resources expended

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

- Costs of generating funds comprise the costs associated with attracting voluntary income.
- 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.
- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the professional fees and costs linked to the strategic management of the charity.
- All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis e.g. floor areas, per capita or estimated usage.

g. Tangible fixed assets

Tangible fixed assets are stated at cost less depreciation.

Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Building	4% straight line basis
Medical equipment	25% reducing balance basis
Hospice furniture fixtures & fittings	25% reducing balance basis
Office & shop equipment	25% reducing balance basis

h. Fixed asset investments

Investments are initially recognised at their transaction value and subsequently measured at their market values at the Statement of Financial Position date using the closing quoted market price. The Statement of Financial Activities includes the net gains and losses arising on revaluation and disposals throughout the year.

i. Realised gains and losses

All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year.

Unrealised gains and losses are calculated as the difference between the fair value at the year end and their carrying value. Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities.

j. Pensions

The charity operated a defined contribution pension scheme and the pension charge represents the amounts payable by the charity to the fund during the year.

k. Hire purchase and leasing commitments

Rentals payable under operating leases are charged to the Statement of Financial Activities on a straight-line basis over the period of the lease.

l. Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow-moving items.

m. Government grants

Government grants are recognised at the fair value of the asset received or receivable. Grants are not recognised until there is reasonable assurance that the company will comply with the conditions attaching to them and the grants will be received. Government grants are recognised using the performance model.

Under the performance model, where the grant does not impose specified future performance-related conditions on the recipient, it is recognised in income when the grant proceeds are received or receivable. Where the grant does impose specified future performance-related conditions on the recipient, it is recognised in income only when the performance-related conditions have been met. Where grants received are prior to satisfying the revenue recognition criteria, they are recognised as a liability.

2. Donations & legacies

	2025	2024
	£	£
Donations	205,144	138,294
Gift aid	8,146	1,606
Legacies	23,589	36,624
Subscriptions	14,063	13,750
Collections	3,822	1,557
	254,764	191,831
	254,764	191,831

All of the legacies received included above are unrestricted.

3. Charitable activities

	2025	2024
	£	£
Hospice tea/coffee	2,389	3,595
	2,389	3,595
	2,389	3,595

4. Other trading activities

	2025	2024
	£	£
Shop income	82,315	87,066
Fundraising events	23,841	18,739
eBay sales	6,695	1,653
Rose garden income	1,239	1,867
	114,090	109,325
	114,090	109,325

5. Investment Income

	2025	2024
	£	£
Solar Panel income	2,530	2,980
Dividends - equities	99,136	90,501
Interest on cash deposits	30,024	27,247
Other income	5,534	5,342
	137,224	126,070
	137,224	126,070

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
NOTES FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31ST MARCH 2025

6. Other Incoming Resources

	2025	2024
	£	£
Grant income	7,678	-
	<hr/>	<hr/>

7. Cost of raising funds

	2025	2024
	£	£
i. Charity Shops		
Opening stock	283	283
Purchases	555	579
Closing stock	(283)	(283)
Staff cost	39,223	32,773
Other operating leases	29,202	31,323
Rates and water	1,376	1,307
Insurance	3,931	3,656
Light and heat	5,313	5,377
Professional fees	5,045	2,950
Shop repairs	6,135	8,349
Advertising & marketing	685	2,548
Stationery	338	28
Sundry costs	1,080	564
Telephone & broadband	1,504	1,619
	<hr/>	<hr/>
	94,387	91,073
	<hr/>	<hr/>

ii. Costs of generating voluntary income

Staff costs	66,320	56,919
Other operating leases	8,625	6,088
Rates and water	917	871
Insurance	3,931	3,656
Light and heat	2,276	2,305
Event costs	4,643	5,592
Advertising	615	2,548
Professional fees	5,045	2,950
Charity expenses	-	774
Sundry expenses	950	743
Stationery & office expenses	2,808	2,587
Telephone & broadband	1,505	1,619
Repairs & maintenance	741	319
Bank charges	212	104
	<hr/>	<hr/>
	98,588	87,075
	<hr/>	<hr/>

iii. Investment management

Portfolio management	27,693	19,017
	<hr/>	<hr/>
	27,693	19,017
	<hr/>	<hr/>

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
NOTES FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31ST MARCH 2025

8. Charitable activities costs

	2025	2024
	£	£
Staff costs	44,223	36,554
External services	19,965	20,779
Rates & water	7,324	6,867
Facilities contracts	3,896	10,158
Insurance	3,932	3,656
Light & heat	19,966	21,160
Postage, stationery & telephone	3,173	2,955
Sundries	2,594	5,585
Repairs & renewals	-	4,446
Garden maintenance	1,235	702
Equipment & supplies	1,833	4,079
Repairs to equipment	2,494	12,702
Travel	4,367	6,052
Non-medical NHS costs	71,355	80,015
Depreciation	74,859	95,465
Support costs	-	3,010
Advertising & marketing	615	2,548
Professional fees	5,108	-
Grant expenditure	7,282	-
	<hr/>	<hr/>
	274,221	316,733
	<hr/> <hr/>	<hr/> <hr/>

9. Staff costs

	2025	2024
	£	£
External services	20,586	20,779
Salaries and wages	131,399	118,817
Social security costs	3,839	3,191
Staff pensions	4,291	4,041
	<hr/>	<hr/>
	160,115	146,828
	<hr/> <hr/>	<hr/> <hr/>

The average number of employees analysed by function was:

	2025	2024
Direct charitable	4	4
Cost of raising funds	4	3
	<hr/>	<hr/>
	8	7
	<hr/> <hr/>	<hr/> <hr/>

No employee earned remuneration of more than £60,000 (2024: £60,000).

10. Trustee Remuneration & Related Party Transactions

No trustee or related party received any remuneration in either the current year or previous period.

No trustee or other related person to the charity had any personal interest in any contract or transaction entered into by the charity during the year.

During the year the remuneration paid to the charity operation's manager was £45,060. (2024: £44,616).

11. Net income

Net income for the year is stated after charging;

	2025 £	2024 £
Depreciation	74,859	95,465
Auditors' remuneration – audit services	6,600	4,900
- for accountancy services	3,000	2,300
Payroll management services	1,650	1,650
Operating lease rentals	40,577	37,411

12. Taxation

As a charity, Bassetlaw Hospice of the Good Shepherd is exempt from tax on income and gains falling within Section 505 of the Taxes Act 1998 or Section 256 of the Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
NOTES FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31ST MARCH 2025

13. Fixed assets

	Building £	Medical equipment £	Hospice fixtures & fittings £	Office & shop equipment £	Total £
COST					
As at 1 April 2024	2,333,909	115,947	152,822	24,333	2,627,011
Additions	-	-	1,044	4,699	5,743
At 31 March 2025	2,333,909	115,947	153,866	29,032	2,632,754
DEPRECIATION					
As at 1 April 2024	928,386	101,032	118,152	20,336	1,167,906
Charge for the year	60,770	3,729	8,773	1,587	74,859
At 31 March 2025	989,156	104,761	126,925	21,923	1,242,765
NET BOOK VALUE					
At 31 March 2025	1,344,753	11,186	26,941	7,109	1,389,989
At 31 March 2024	1,405,523	14,915	34,670	3,997	1,459,105

14. Fixed asset Investments

Movement in fixed asset investments	2025 £	2024 £
Market value brought forward 1 April 2024	4,992,373	4,492,529
Additions to investments at cost	567,524	1,108,310
Disposal of investments	(649,943)	(893,482)
Gain on disposal of investments	3,609	74,724
Net gain on revaluation of investments	31,795	210,292
Market value carried forward at 31 March 2025	4,945,358	4,992,373
Cash deposits held within the investment portfolio	274,040	94,050
	5,219,398	5,086,423
Investments at market value Comprised:		
Equities	4,945,358	4,992,373
Cash deposits held within the investment portfolio	274,040	94,050
Total	5,219,398	5,086,423

All investments are carried at their market value. Investments in equities and fixed interest securities are all traded in quoted public markets. Investment sales and purchases are recognised at the date of the trade at cost (that is their transaction value).

15. Stock

	2025 £	2024 £
Stocks of merchandise for resale	283	283
	283	283

16. Debtors

	2025 £	2024 £
Legacies receivable	-	2,200
Prepayments	11,735	8,425
VAT recoverable	5,786	11,436
Other debtors & accrued income	9,417	5
	26,938	22,066

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
NOTES FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31ST MARCH 2025

17. Cash at bank and in hand

	2025	2024
	£	£
Charity petty cash	1,206	-
Maintenance petty cash	4,246	109
Events petty cash	26	4,206
Shop cash register	20	27
Bank account trustees	1,026	1,342
Bank account maintenance	3,053	4,956
Bank account charity	5,762	4,319
Main investment account	153,161	152,290
Virgin money account	10,460	10,460
PayPal	5,922	5,922
	184,882	183,631

18. Creditors: amounts falling due within one year

	2025	2024
	£	£
Trade creditors	16,088	11,538
Taxation & social security	2,208	2,045
Accruals	14,134	5,662
Pension liability	802	665
	33,232	19,910

19. Operating Lease Commitments

	2025	2024
	£	£
Total lease commitments	67,791	91,731
	67,791	91,731

The following operating lease payments are committed to be paid:
The lease commitments disclosed above, relate to Retford shop premises leased by charity in order to generate funds.

20. Movement in Funds

	At 1 April 2024 £	Income £	Expenditure £	Gains £	At 31 March 2025 £
Unrestricted Funds:					
General Fund	6,731,598	516,145	(494,889)	35,404	6,788,258
Total funds	<u>6,731,598</u>	<u>516,145</u>	<u>(494,889)</u>	<u>35,404</u>	<u>6,788,258</u>

21. APB Ethical Standard- provisions available for small entities

In common with many other organisations of our size and nature we use our auditors to prepare and submit returns to the tax authorities and assist with the preparation of our financial statements. Charges for these services are: Payroll processing £1,650, Accountancy services £3,000, Auditing £6,600. Total £11,250 (2024: £8,850).

22. Reconciliation of net income to net cash flow from operating activities

	2025 £	2024 £
Net surplus for the year		
Adjustments for:	56,660	201,939
Depreciation charges		
(Gains) on investments	74,859	95,465
Dividends, interest and income from investments	(35,404)	(285,016)
(Increase) / decrease in debtors	(137,224)	(216,070)
Increase in creditors	(4,872)	15,923
	<u>13,322</u>	<u>11,667</u>
	<u>(32,659)</u>	<u>(86,092)</u>

23. Analysis of cash and cash equivalents

	2025 £	2024 £
Cash at bank and in hand	184,882	183,631
Cash held in investment portfolio	274,040	94,050
	<u>458,922</u>	<u>277,681</u>

24. Related party transactions

The charity did not have any Related Party Transactions during the year ended 31 March 2025 (2024 – none).

25. Post balance sheet events

Following the year end, the trustees have taken the decision to transfer the operations of the charity to a newly formed Charitable Incorporated Organisation (CIO). This will include the transfer of all its staff, investments and assets and liabilities to the CIO.

Analysis of Statement of Financial Activities for the Year ended 31 March 2025

Income

	2025 £	2024 £
Donations & legacies		
Donations	205,144	138,294
Gift aid	8,146	1,606
Legacies	23,589	36,624
Subscriptions	14,063	13,750
Collections	3,822	1,557
	<u>254,764</u>	<u>191,831</u>
 Charitable activities		
Hospice tea/coffee	2,389	3,595
	<u>2,389</u>	<u>3,595</u>
 Other trading activities		
Shop income	82,315	87,066
Fundraising events	23,841	18,739
eBay sales	6,695	1,653
Rose garden income	1,239	1,867
	<u>114,090</u>	<u>109,325</u>
 Investment income		
Solar panel income	2,530	2,980
Dividends – equities	99,136	90,501
Interest on cash deposits	30,024	27,247
Other income	5,534	5,342
	<u>137,224</u>	<u>126,070</u>
 Grant income	<u>7,678</u>	-
 Total Income for the year	<u>516,145</u>	<u>430,821</u>

Analysis of Statement of Financial Activities for the Year ended 31 March 2025

Expenditure

	2025 £	2024 £
Cost of fundraising		
Charity shops		
Opening stock	283	283
Purchases	555	579
Closing stock	(283)	(283)
Staff costs	39,223	32,773
Other operating leases	29,202	31,323
Rates & water	1,376	1,307
Insurance	3,931	3,656
Light & heat	5,313	5,377
Shop repairs	5,045	8,349
Professional fees	6,135	2,950
Advertising & marketing	685	2,548
Stationery	338	28
Sundry costs	1,080	564
Telephone & broadband	1,504	1,619
	<u>94,387</u>	<u>91,073</u>
Cost of generating voluntary income		
Staff costs	66,320	56,919
Other operating costs	8,625	6,088
Rates & water	917	871
Insurance	3,931	3,656
Light & heat	2,276	2,305
Event costs	4,643	5,592
Advertising	615	2,548
Professional fees	5,045	2,950
Charity expenses	-	774
Sundry expenses	950	743
Stationery & office expenses	2,808	2,587
Telephone & broadband	1,505	1,619
Repairs & maintenance	741	319
Bank charges	212	104
	<u>98,588</u>	<u>87,075</u>
Investment management		
Portfolio management	<u>27,693</u>	<u>19,017</u>
Total costs of fundraising	<u>220,668</u>	<u>197,165</u>

Analysis of Statement of Financial Activities for the Year ended 31 March 2025

	2025 £	2024 £
Charitable activities		
Staff costs	44,223	36,554
External services	19,965	20,779
Rates & water	7,324	6,867
Facilities contracts	3,896	10,158
Insurance	3,932	3,656
Light & heat	19,966	21,160
Postage, stationery & telephone	3,173	2,955
Sundries	2,594	4,446
Repairs & renewals	-	5,585
Garden maintenance	1,235	702
Equipment & supplies	1,833	4,079
Repairs to equipment	2,494	12,702
Travel	4,367	6,052
Non-medical NHS costs	71,355	80,015
Depreciation	74,859	95,465
Support costs	-	3,010
Advertising & marketing	615	2,548
Professional fees	5,108	-
Grant expenditure	7,282	-
	<u>274,221</u>	<u>316,733</u>
Total expenditure for the year	<u>494,889</u>	<u>513,898</u>
Net surplus / (deficit) before other gains	21,256	(83,077)
Net gain on revaluation of investments	29,311	210,292
Gain on disposal of investments	6,093	74,724
Net income for the year	<u>56,660</u>	<u>201,939</u>

THE HOSPICE OF THE GOOD SHEPHERD

England & Wales - Charity number 701876

Accounts

CHARITY COMMISSION
FIRST CONTACT

19 SEP 2024

ACCOUNTS
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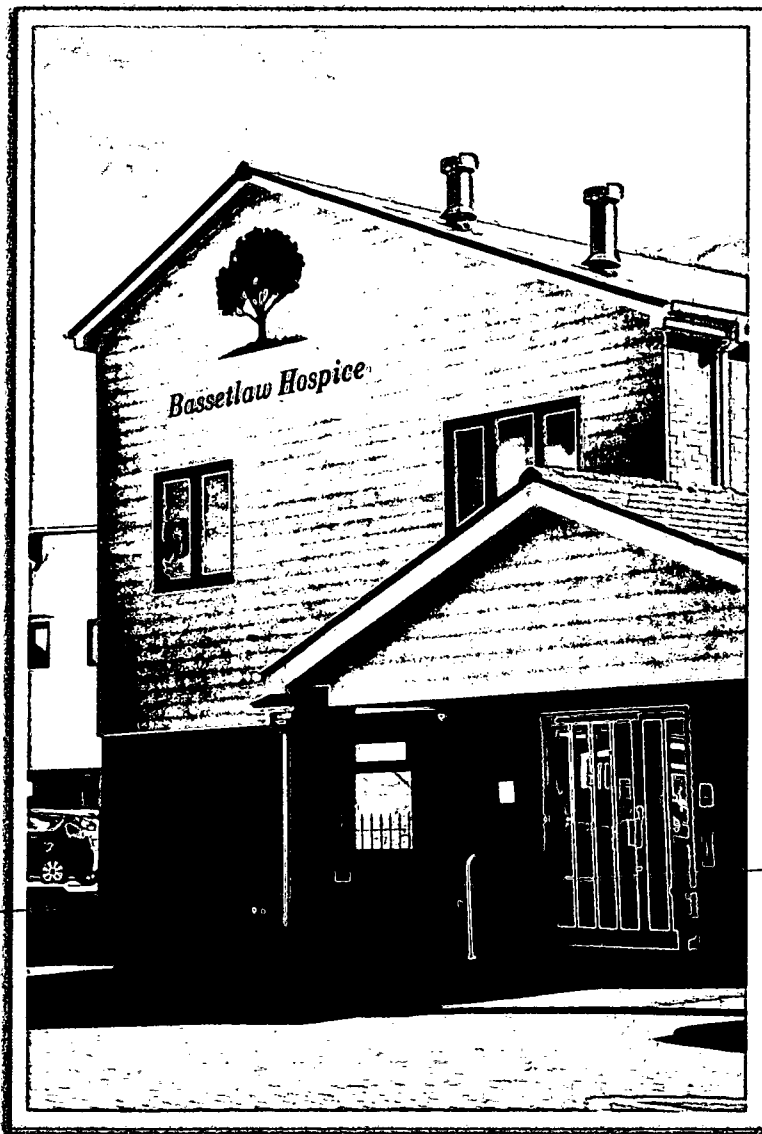


Bassetlaw Hospice

Working within the community to provide Hospice Care

TRUSTEE REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2024



Registered Charity Number: 701876

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
REPORT OF THE TRUSTEES
FOR THE YEAR ENDING 31ST MARCH 2024
REGISTERED CHARITY NUMBER 701876

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A MESSAGE FROM THE CHAIRMAN



This year has seen things return to a more even keel following the transition from Covid effects last year. Support and wellbeing is virtually fully functional. Inpatients continue to be cared for as normal thanks to our dedicated team.

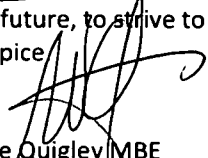
2024 was a milestone for the Hospice and we celebrate our 30th birthday. We were able to have an official opening of the newly developed facilities and building delayed by Covid. We are extremely grateful to Sir John Peace for officiating in what was one of his last duties before retiring from his role as Lord Lieutenant of Nottinghamshire.

New fundraising initiatives have been organised including the Ingleborough Challenge and Snowdon which raised £5,000 from 14 participants that climbed Snowdon and raised the much-needed funds to support our work. A Grand Prize Draw has been organised and the Draw will take place in September.

We celebrated our volunteers during National Volunteers Week by offering them complementary treatments, coffee and cake, served by the Charity Operations Manager. Our therapist volunteered her time to help us thank our valuable volunteers.

We have had several meetings with the ICB and others to discuss and formulate how the service develops and goes forward in the future.

I would as ever like to thank our board of trustees, charity staff, ~~nursing and hospice staff and not forgetting our volunteers for their continued~~ hard work and commitment. We will continue now and, in the future, to strive to provide the highest level of care that has always been at the heart of Bassetlaw Hospice.


Mike Quigley MBE
Chairman of Trustees

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The Trustees present their annual report together with the financial statements of the charity for the year ended 31st March 2024. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's trust deed, The Charities Act 2011, 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 the Republic of Ireland (FRS 102) (effective 1st January 2019)

Objectives and activities for the public benefit

Objectives

The objectives of the charity are to raise funds to provide hospice care to the residents of Worksop, Retford and the surrounding area which is known as Bassetlaw. Situated in the county of Nottinghamshire and to work with other healthcare providers in the development and provision of palliative care.



Beneficiaries and public benefit

The activities undertaken by the charity provide a benefit to all the people of Bassetlaw who have a need of palliative care, subject to limitations imposed by the number of places available. The charity's activities are not considered to cause any adverse effects to any members of the public. Any personal benefits gained by persons other than those receiving the care is considered to be incidental to the work of the charity.

Charity Commission

The Trustees consider these objectives continue to provide public benefit for the local community by ensuring the availability of this care. They have referred to the Charity Commission's general guidance of public benefit when reviewing the aims and objectives and in planning the Charity's future activities.

Charitable activities

Under Licence, approved by the Charity Commission, the nursing and medical costs of the service are funded directly by Nottinghamshire Healthcare NHS Foundation Trust ("Service Provider"). The charity is responsible for all additional patient services including complimentary therapy, hairdressing, diversional therapy and patient transport. The maintenance, replacement and repair of the building, gardens and fixtures and fittings, the insurance and running costs are all funded by the charity. The charity also funds a number of other services both clinical and non-clinical, to support the hospice and the services we provide.



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A review of our achievements and performance

In Patient Unit – IPU

The unit is led by Advanced Nurse Practitioners with an experienced team of qualified nursing and care staff, supported by a Palliative Care Consultant, Occupational Therapist, Physiotherapist and Accredited Counsellor. The team provide individualised care and support for patients to help manage symptoms for patients with a life limiting illness. There is also care for those at the end of life with calm dignified care and support for relatives and carers during this time.

The individual bedrooms have en-suite facilities and direct access to the private and tranquil gardens, having this available aided us greatly with visiting, as access to rooms have been via the private entrances to bedrooms, enabling us to minimise the footfall through the hospice as and when needed. Each room has air conditioning, a fully adjustable bed, smart TV and telephone.



All patient rooms are smart functioning, enabling patients to use the smart TVs to run Netflix, YouTube and all other available functions. We have Amazon Alexa's in every bedroom, improving patient independence by allowing patients to play music, listen to stories, tell the time and even turn the lights on/off and change the colour to suit their mood. Promoting patient independence is a vital part of a patients journey within the hospice and it is an element that we all embrace.

This year the charity has finished replacing all the old furniture in the communal rooms, enabling us to open the rooms to patients and their families as well as the staff. It is in the communal room where our newly designed Jolly Trolley lives, this is a trolley full of diversional therapies that are available to patients.

The Support and Wellbeing Centre

The Support and Wellbeing team, work with people who are living in our community and are experiencing long term and life limiting conditions. They offer nursing support, occupational therapy, counselling, and complimentary therapy to support the physical, psychological, social, and spiritual wellbeing of the patients. The team compliment and work closely with other healthcare professionals involved in the care of the patient to ensure that the care is proactive and seamless.

The Support and Wellbeing Centre is here to help patients feel better, stay well and to achieve their own personal goals through supporting patients to be as independent as possible, manage symptoms and support the patient to identify and achieve goals despite the challenges they may be facing. The team also provides support to relatives and carers through couples counselling, bereavement support and carer support groups.

The board continues to work with the service provider to develop new ways to enhance the provision of palliative care in Bassetlaw. This year we have been developing our legacy projects, these capture special memories for families to treasure. We have a lot of different activities available including, hand castings, voice recordable bears, memory-boxes and we now have our oral histories, thanks to a wonderful volunteer called Colin. This wonderful piece of work captures patients' life stories, their legacy to be passed on to their family. An example can be found on the Bassetlaw Hospice YouTube channel.



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Update from Hospice Team Leader – Adele Barker

It is a pleasure to offer up an update from my perspective once again for this year's annual report. As always, there has been some positive changes and some challenges.

Firstly I would like to mention the staff who work tirelessly to keep the service running to CQC standards – Safe, effective, caring, responsive, and well led. They do this despite huge gaps in all areas of staffing and minimal resources. In the past year, we have had a freeze on vacancies, a block on ordering a lot of resources including stationary and are generally in a worrying position within the trust. It is credit to the whole team that this has not transferred into the care that we give, or the service we run.

We continue to strengthen the bonds with JEH staff who have been instrumental in filling our staffing gaps and helping to keep the service running safely.

We have successfully recruited to all vacancies we have been able to put out with many applications – this is a real positive that Bassetlaw Hospice is a sought after area to work. We regularly boast about our services and that we work collaboratively with the charity/ trustees and are well supported by the charity.

We have run some very successful community events and are making headway in busting the stigma of the hospice, this important and exciting work continues in many ways, collaboratively between myself and Bonney.

We continue to run with an excellent reporting culture and learn well from incidents, risks, compliments, and complaints. We have established and developed safety huddles, between shift checks, made alterations to drug stock, worked with pharmacy to improve pharmacy services along with many important changes to ensure we are developing and addressing risks and needs.

The therapy team have faced challenges with gaps and long term sickness but the assistant practitioner (AP) has been vital in keeping therapy running in the absence of the physio (PT) and Occupational therapist (OT). She has been a positive addition to the team, and we look forward to seeing her grow professionally and expand the services along with our PT.

I could not write an annual report without mentioning the kitchen and domestic staff along with the wider teams who continue to provide an amazing service and are integral to the patient journey.

We have a lot of proud moments this year but to name a couple:

- Our first legacy video and links to other patients who are interested in joining in
- Visit from penguins to help a patient tick off items on her bucket list.
- Spa night for one of our patients
- Multiple movie/ family nights for our patients and their families to enjoy each others company in different ways.
- Community event – easter egg hunt, introduced community into the hospice.
- Therapy networking event – aligning services in Bassetlaw to improve patient journey.
- Offering the SWC to the pulmonary rehab team so that their patients can step foot into the hospice – this has led to referrals but more importantly, patients feeling more comfortable entering the building.
- Liaising with chaplaincy to increase the resources and support into Bassetlaw Hospice.
- Trial of a cuddle beds, recliner chairs and eco mist system.

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Last years "Going forward our aspirations" and the Responses are:

- Get suitable furniture throughout – E.g., visitors' chairs, furniture for the relatives' room, communal rooms. *All areas have lovely furniture in keeping with the décor and complies with fire and IPC safety.*
- Get some artwork around the building to make it more cheerful. *We display the patients' artwork on rotation, have added a cheerful staff board with pictures and Bonney continues to work with community teams to get some art for the rest of the hospice. We have had some art work donated that is awaiting its perfect home.*
- Build on our community events at the hospice to bust the stigma and increase engagement. *We have run some wonderful events but these are unfortunately paused due to staffing. Once staffing improves, these will restart.*
- Offer more palliative care tailored training, ensuring our staff feel invested in. *We have invested in a game to break the ice for other teams coming to us for basic palliative care training. Unfortunately, staffing issues have severely impacted on this aspiration.*
- Continue to deliver excellent patient care. Celebrate the positive feedback more and learn from any negative feedback. *We now log our compliments on our Ulysses system so that positive feedback is also fed into the governance systems.*

Our place in the community

Now in our 30th year, our objectives as a charity remains the same, to raise funds for the provision of hospice care for the people of Bassetlaw. We continue to work closely with local healthcare providers including MacMillan, GP Surgeries, Hospitals and Care Homes in the development of a palliative care service to meet the needs of the patients and their loved ones at what is always a very difficult time in their lives.

This year we officially re-opened the hospice, this was delayed due to Covid however we felt it well suited as we entered our 30th year.

Going into the next financial year, there will be celebrations to mark the success of providing specialist palliative care to the community of Bassetlaw for a remarkable 30 years.

Building for the future

This year we have been working on our legacy projects which have been really meaningful for patients and their families. This is a way to digitally capture a patient's life story on video with interactive illustrations highlighting a person's family tree or places where they used to live. Colin is also able to use his skills to bring old photographs back to life and incorporate them into the videos. We are very proud of this opportunity that we can offer our families.



~~We are taking part in the National Hospice UK legacy campaign. The campaign will be launched in 2025. This is to raise awareness of the importance and impact of being left a gift in a will and how legacies help secure the future of the hospice.~~

This year we have been able to continue the development of the charity's website. We are very pleased with the outcome and the feedback that we have received. The site is attractive, user friendly and interactive, allowing users to navigate between pages. The website hosts online forms, allowing users to sign up as volunteers, join as Friends of the Hospice and get involved in fundraising. This year we have introduced a Support and Wellbeing online referral page which allows patients and families to refer into the service directly. This is to make access to the hospice even easier for the community of Bassetlaw.

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Volunteers

We are incredibly fortunate to have a wonderful team of volunteers whose commitment and hard work is invaluable to the charity, volunteers enhance the services that the charity provides and this year during lockdown we have been able to review the roles of our volunteers.

There are a variety of roles at the hospice, these include:

Support and Wellbeing Centre

Befriending patients
Serving drinks and meals
Assisting with arts, crafts and therapies
Leading on interactive activities

Kitchen

Assisting the catering team
Serving meals
General kitchen duties



Drivers

Drivers collect and return home patients attending Support and Wellbeing Centre
Volunteers must have a four door car with full comprehensive insurance
A mileage allowance is paid.

Meet and Greet - Face of the Hospice

Volunteers welcome and assist patients and visitors to the Hospice.
Show patients to the Support and Wellbeing Centre
Show visitors to the IPU
Support our Ward Clerk and Charity Operations Manager

Digital Marketing

Support the development of our social media platforms
Blog writing
Website improvements
Increase brand awareness
promotion of virtual fundraising
Newsletter development

Gardening

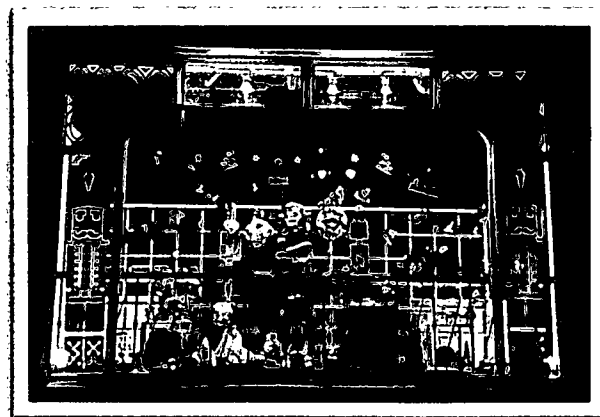
Volunteers assist the gardening team with weeding, planting, and general garden maintenance.

Retail Opportunities

Receiving, sorting and preparing stock for sale
Displaying and selling donated stock
Serving customers
Serving in the Hospice Tea Bar located in Retford Hospital

Fundraising Opportunities

Selling raffle tickets
Baking cakes to sell at fundraising events
Helping with supermarket collections or bag packing
Staffing a stall at an event
Serving refreshments
Assisting at our organised events



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Our events in the community, which are often at weekends or in the evenings have previously proven popular with people who are employed but want to give something back to the community. Many of our volunteers provides crafts, bake cakes and support the charity with donations and contributions: they are all part of the hospice team and as a board we thank them immensely. The time given by volunteers, if calculated in terms of salary, would amount to thousands of pounds and without their help and support it would not be possible to maintain the high standards of care or generate the income required.

As a charity we are continuing to run recruitment drives for volunteers and we are impressed with the outcome so far.

Fundraising

The local community have always been ready to support not only the events that our team organise but also to arrange their own unique ways to raise funds for the hospice and this year is no exception to that.

Debbie, our Community Fundraiser is always on hand to help provide support and guidance to individuals, businesses, clubs and organisations who generously use their own contacts to raise funds for the charity.

The Fundraising subcommittee, consisting of trustees, staff, nursing staff and members of the public who meet at least 4 times a year to plan, develop and review in-house and community fundraising events. The charity's aim is not only to provide income but to engage with our supporters and ensure the profile of the hospice continues to remain as an active and important element within Bassetlaw and the community it serves.

The highlights this year include: Ingleborough high and low challenge. We also continue with our Afternoon Tea Party, which took place in the museum gardens with 65 attendees, Tie a yellow ribbon event at Bamby Moor, Ladies Lunch, Easter Fayre, Christmas Fayre and our Christmas star ribbon, which was linked with the grief awareness week. This year we had quiz night with pie and peas at the hospice which was very popular. In line with it being our 30th Birthday, we are holding a Grand Prize Draw this year, it will be drawn in September 2024. We have been donated some wonderful prizes to help us raise as much income as possible.



Retail

This year the shops continued to undergo a lot of changes, including the continuation of Gift Aid. As a policy we only sell items donated by the local community. The volunteers have embraced the opportunity to be open and we are always grateful for the quality donations that we receive and would like to take this opportunity to say thank you to our hard-working volunteers and to the community for their ongoing support.

The Tea Bar at Retford Hospital has really started to bloom again, we have even used this resource to launch a tuck box in the Hospice which is very popular with staff and visitors.



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Financial Summary

The charity has to report a loss for the year of £83,077 before investment gains/(losses). This compares to a surplus in the previous year of £53,495. The loss is after taking into account legacies and donations of £191,831 compared to £272,211 for the previous year. Legacies are a very important source of income for the charity and the trustees are forever grateful to those families that leave a bequest at, what can often be, a very difficult time for all concerned. The charity has joined a Hospice UK programme for improving legacies.

The total value of available unrestricted funds, including investments, at the end of the financial year is £6,731,598 compared to £6,529,659 at the previous financial year end. The cash position, included in total funds, is £183,631 (2022: £247,726)

The charity continues to delegate the management of its investment portfolio to professional independent fund managers Rathbones, who manage the charity's investment portfolio within predetermined parameters of asset class and risk. Financial markets are not immune from the effects of global events and recent years have seen significant movement in fund values and returns. As a result this year Rathbones departed from its formula of 80+% in equities to take advantage of gilts and other fixed interest bonds with this element of the portfolio reaching 35+% at times. As a consequence there was a £201,939 positive movement in net funds compared to a reduction of £301,458 for the previous year

The combined income from the shops in Retford and Worksop at £87,066 was similar to last year and slightly below budget. Both shops are fully staffed thanks to a wonderful number of volunteers. It is these volunteers across all areas of the charity that make working in and running the charity so rewarding.

As ever our principal funding source remains the people of Bassetlaw whose generosity allows us to continue to develop and deliver a high level of hospice service. The trustees and staff will continue to monitor closely the trading results and balance sheet and continue to operate a strong system of budgetary control with set authority levels and as a result all costs strictly controlled.

The cost of raising funds for the charity was similar to last year allowing for inflation. Charitable activities were down on the previous year by £42,613 mainly due to funding of non medical NHS costs. It is worth mentioning here that a fully detailed glossary of accounts are reviewed by the trustees on a monthly basis.

Events after the end of the reporting period

The newly formed Integrated Care Board for Nottinghamshire has undertaken a detailed review of Palliative Care and End of Life Pathway. This has included how to manage the cost of £500,000 to meet the shortfall in the cost of providing the care the Notts Area Health can afford and the level of service the ICB can fund.

Bassetlaw Hospice is not alone in feeling this squeeze and there is an alliance of Mid Notts Hospice Charities that are investigating ways this can be managed without dramatically affecting the service offered by Bassetlaw Hospice and other similar hospice charities.

This Alliance sits as a board and Bonney Baggaley is the Hospice Board member. At the beginning of this year the Hospice elected to join the Alliance and its focus is "fast tracking" the combined hospice spare bed capacity to meet the requirements of Nottinghamshire NHS.

Going concern

The Trustees have considered the financial position of the charity and in consideration of the information available to them are satisfied that the charity is a going concern for the foreseeable future and in any case for at least 12 months from the date of this report.

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Investment policy

The trustees have placed voluntary restrictions on the investments which can, with the agreement of the board be changed at any time.

Considering the current economic climate, the board are satisfied with the current performance of the portfolio. The board receives an annual presentation from Rathbones to discuss the strategy and consider the external factors affecting the performance of the portfolio.

Reserves policy

The reserves policy is reviewed annually, and it is the policy of the charity to:

- Strike a balance between financial prudence and investment in facilitating quality services
- Maintain unrestricted funds which are available for general use and equate to approximately two years hospice operating expenditure
- Hold sufficient reserves to cover the work impact of a negative event. This is currently set at £1.0m
- To hold appropriate designated reserves for strategic and capital projects as determined on an annual basis
- Where required hold restricted funds in accordance with specific restrictions either by the wishes of the donor or by the donor or by the nature of the appeal.
- To hold, at all times, liquid assets to provide operational working capital and to ensure cash balances never fall below £250,000

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

They actively review the major risks which are classified as constitutional, financial, operational and external which the charity faces on a regular basis and which may impact on the service the charity aims to provide.

Constitutional - The trustees believe that procedures are in place to cover any risk which may arise regarding constitutional or governance matters.

Financial - The trustees consider the variability of returns and the fluctuations of valuation on the investment portfolio to constitute a financial risk and recent volatility in world stock markets has demonstrated that risk. The trustees consider the portfolio to be a long-term investment and the income is not a large portion of total income. The trustees consider that the charity could continue with no investment income from this portfolio therefore the risk is acceptable.

The trustees consider that the reserves of the charity are sufficient to cover approximately two year's operating costs. This does not include the stock market investments, which are excluded as they are prone to fluctuation as stated above.

Operational - The trustees recognise the responsibility the charity has to ensure the building, fixtures, fittings, and maintenance ancillary services provided are to a high standard compatible with those required by the Bassetlaw Health Partnership.

The trustees will ensure the ongoing development of clear operating procedures for the running of the charity in order to mitigate any significant risks.

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External - All fundraising activities are insured by external parties, who require full risk assessments specific to each activity or event.
A formal review of all other risks is ongoing to ensure the charity can take action to minimise such risks.

Structure, Governance & Management

Governing document

The charity is constituted under a trust deed dated 28th July 1989 which, with the approval of the Charity Commission, was superseded by a scheme dated 30th June 2004 and is an unincorporated company. The area to benefit under the deed is the district surrounding Retford and Worksop, known as Bassetlaw. The Fund created under the deed is for all donations, subscriptions and bequests which are to be used to provide premises, fixtures, fittings and equipment to maintain a hospice for the benefit and treatment of pain and suffering amongst the terminally ill residents of the area, catering for both their physical and spiritual welfare.

Copies of the deed are available from Bassetlaw Hospice, Cedar House, North Road, Retford, DN22 7XF.

Recruitment and training of new trustees

The trustees are elected to serve for two years on the Executive Committee, which meets every two months. Every year half the trustees are nominated for re-election.

Induction and training of new trustees

The charity follows the Charity Commission's recommendations with regard to trustees' induction. All new trustees are provided with a Help the Hospices Trustee Induction Pack along with a copy of the most recent full accounts and the Charity Commissions publication CC3 The Essential Trustee - What you need to know, what you need to do and given details where Charity Commission literature can be found. New trustees are encouraged to spend time at the hospice working with staff and volunteers to fully understand the nature of the care provided.

Organisational structure

The hospice is situated in Retford. The charity also maintains a shop and fundraising office (known as the Appeal Office) at 4 Jubilee Courtyard, Retford and a shop at Worksop.

The day-to-day running of the charity and fund-raising activities are managed by a salaried Charity Operations Manager. Six part time paid members of staff are employed in fundraising, administration, maintenance and gardening.

Key management personnel remuneration

The trustees consider the board of trustees and the Charity Operations Manager as comprising the key management personnel of the charity in charge of directing and controlling the charity and running and operating the charity on a day-to-day basis. All trustees give of their time freely and no trustee remuneration or trustee expenses were paid in the year.

Trustees are required to disclose all relevant interests and register them with the Charity Operations Manager and in accordance with policy withdraw from decisions where a conflict of interest arises.

The pay of the Charity Operations Manager is reviewed by the trustees on a regular basis. In view of the size and nature of the charity the trustees set the level of pay for the Charity Operations Manager with reference to similar positions within the health service and other local charities of a similar size.

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Reference and administrative details:

Registered Charity number: 701876

Principal address: Cedar House, North Road, Retford, DN22 7XF

Auditors: Hawsons
5 Sidings Court, White Rose Way, Doncaster, DN4 5NU

Solicitors: Gareth Day
Jones and Company, Cannon Square, Retford, DN22 6PB

Bankers: Lloyds Bank, High Street, Lincoln, LN5 7AP
CAF Bank Limited, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent,
ME19 4JQ
Virgin Money, Jubilee House, Gosforth, Newcastle upon Tyne,
NE3 4PL

Investment managers: Rathbone Investment Management
Port of Liverpool Building, Pier Head, Liverpool, L3 1NW

Trustees:	Position:
M W Quigley MBE	Chairman
D T Cashmore	Vice Chairman
R Ashmore	Treasurer
M Childs	Secretary
R Robinson	
B Spencer	
P Jefferson	
A Tromans	
D Bastow	
D Craggs	

Charity Operations Manager: B Baggaley

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Statement of Trustees' Responsibilities

The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

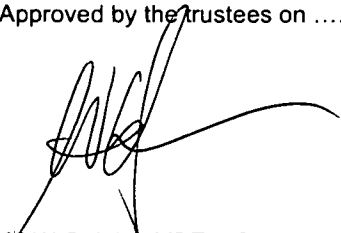
The law applicable to charities in England and Wales requires the charity trustees to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charity and of the incoming resources and application of resources, of the charity for that period. In preparing the financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS102);
- 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to assume that the company will continue on that basis.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy, at any time, the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Account and Reports) Regulations 2008 and the provisions of the Trust Deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from the legislation in other jurisdictions.

Approved by the trustees on 16 AUGUST 2024 and signed on its behalf by:



M W Quigley MBE – Chair of Trustees

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Independent Auditor's Report to the Trustees of Bassetlaw Hospice of the Good Shepherd

Opinion

We have audited the financial statements of Bassetlaw Hospice of the Good Shepherd (the 'charity') for the year ended 31 March 2024, which comprise the Statement of Financial Activities (incorporating the Income and Expenditure Account), the Statement of Financial Position, the Statement of Cash Flows, and the Notes forming part of the Financial Statements, including 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 charity's affairs as at 31 March 2024 and of incoming resources and application of resources, for the year than 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 Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity 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 charity's 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 charity'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 charity trustees with respect to going concern are described in the relevant sections of this report.

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.

Independent Auditor's Report to the Trustees of Bassetlaw Hospice of the Good Shepherd (continued)

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 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; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities set out on page 12, the trustees 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 charity'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 charity or to cease operations, or have no realistic alternative but to do so.

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 of 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 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:

The charity is subject to laws and regulations that directly and indirectly affect the financial statements. Based on our understanding of the company and the environment it operates within, we determined that the laws and regulations which were most significant included FRS 102, Charities Act 2011 and Health and Safety regulations. We considered the extent to which non-compliance with these laws and regulations might have a material effect on the financial statements, including how fraud might occur. We evaluated management's incentives and opportunities for fraudulent manipulation of the financial statements (including the risk of override of controls), and determined that the principal risks were related to the posting

Independent Auditor's Report to the Trustees of Bassetlaw Hospice of the Good Shepherd (continued)

of inappropriate journal entries to improve the charity's result for the period, and management bias in key accounting estimates.

Audit procedures performed by the engagement team included:

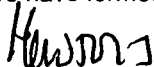
- Discussions with management and those responsible for legal compliance procedures within the charity to obtain an understanding of the legal and regulatory framework applicable to the charity and how the charity complies with that framework, including consideration of known or suspected instances of non-compliance with laws and regulations and fraud;
- Reviewing minutes of trustee meetings;
- Identifying and assessing the design effectiveness of controls that management has in place to prevent and detect fraud and non-compliance with laws and regulations;
- Challenging assumptions and judgements made by management in their significant accounting estimates, in relation to the valuation of stock.
- Identifying and testing journal entries, in particular any journal entries posted with unusual account combinations or posted by senior management.

There are inherent limitations in the audit procedures described above and the more removed non-compliance with laws and regulations is from the events and transactions reflected in the financial statements, the less likely we are to become aware of it. Also, the risk of not detecting a material misstatement due to fraud is higher than the risk of not detecting one resulting from error, as fraud may involve deliberate concealment by, for example, forgery or intentional misrepresentations, or through collusion.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditors/audit-assurance/auditor-s-responsibilities-for-the-audit-of-the-fi/description-of-the-auditor%E2%80%99s-responsibilities-for>. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charity'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 charity's trustees those matters we are required to state 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 charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.



For and on behalf of Hawsons Chartered Accountants, Statutory Auditor

5 Sidings Court
White Rose Way
Doncaster
South Yorkshire
DN4 5NU

Date: 21 August 2024

Hawsons Chartered Accountants is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor for a company under section 1212 of the Companies Act 2006.

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDING 31ST MARCH 2024

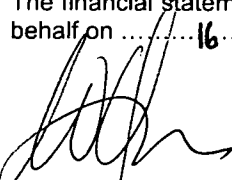
	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £	Total Funds 2023 £
Incoming resources from charitable activities:					
Donations and legacies	2	191,831	-	191,831	272,211
Charitable activities	3	3,595	-	3,595	2,861
Other trading activities	4	109,325	-	109,325	104,383
Investment income	5	126,070	-	126,070	219,102
		<hr/>	<hr/>	<hr/>	<hr/>
Total income		430,821	-	430,821	598,557
		<hr/>	<hr/>	<hr/>	<hr/>
Expenditure					
Cost of raising funds					
Charity shops	6(i)	91,073	-	91,073	86,187
Costs of generating voluntary income	6(ii)	87,075	-	87,075	80,881
Investment management	6(iii)	19,017	-	19,017	18,648
		<hr/>	<hr/>	<hr/>	<hr/>
		197,165	-	197,165	185,716
Charitable activities	7	316,733	-	316,733	359,346
		<hr/>	<hr/>	<hr/>	<hr/>
Total expenditure		513,898	-	513,898	545,062
		<hr/>	<hr/>	<hr/>	<hr/>
Net (loss)/gain before gains/(losses) on investments		(83,077)	-	(83,077)	53,495
		<hr/>	<hr/>	<hr/>	<hr/>
Net gain/(loss) on investment assets		285,016	-	285,016	(354,953)
		<hr/>	<hr/>	<hr/>	<hr/>
Net movement in funds		201,939	-	201,939	(301,458)
		<hr/>	<hr/>	<hr/>	<hr/>
Total funds brought forward		6,529,659	-	6,529,659	6,831,117
		<hr/>	<hr/>	<hr/>	<hr/>
Total funds carried forward		6,731,598	-	6,731,598	6,529,659
		<hr/>	<hr/>	<hr/>	<hr/>

The statement of financial activities includes all gains and losses recognised in the year. All incoming resources and reserves expended derive from continuing activities. The notes on pages 19 to 30 form part of these financial statements.

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
STATEMENT OF FINANCIAL POSITION
AS AT 31ST MARCH 2024

		2024		2023	
	Notes	£	£	£	£
Fixed Assets					
Tangible assets	12	1,459,105		1,554,570	
Investments	13	5,086,423		4,697,334	
Current Assets					
Stocks	14	283		283	
Debtors	15	22,066		37,989	
Cash at bank and in hand	16	183,631		247,726	
		205,980		285,998	
Creditors: amounts falling due within one year	17	(19,910)		(8,243)	
		186,070		277,755	
Net Current Assets		186,070		277,755	
Net Assets		6,731,598		6,529,659	
Funds					
Unrestricted funds		6,731,598		6,529,659	
Total charity funds		6,731,598		6,529,659	

The financial statements were approved and authorised for issue by the Trustees and were signed on its behalf on 16 August 2024


M W Quigley MBE
Chair of Trustees

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
STATEMENT OF CASHFLOWS
FOR THE YEAR ENDING 31ST MARCH 2024

	Notes	2024 £	2023 £
Cash flow from operating activities			
Net cash provided by operating activities	21	(86,092)	(59,568)
Cash flows from investing activities:			
Dividends, interest and income from investments		126,070	219,102
Purchase of property, plant and equipment		-	(28,941)
Proceeds from sale of investments		893,482	330,067
Purchase of investments		(1,108,310)	(544,120)
Net cash (used in) investing activities		<u>(88,758)</u>	<u>(23,892)</u>
Change in cash and cash equivalents in the year		(174,850)	(83,460)
Cash and cash equivalents at the beginning of the year		452,531	535,991
Cash and cash equivalents at the end of the year	22	<u>277,681</u>	<u>452,531</u>

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
NOTES FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31ST MARCH 2024

1.

i. GENERAL INFORMATION

The charity is an unincorporated organisation and a registered charity. The registered address is Cedar House, North Road, Retford, DN22 7XF.

ii. STATEMENT OF COMPLIANCE

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 2019) - (Charities SORP (FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

iii. ACCOUNTING POLICIES

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the financial statements are as follows:

a. Basis of preparation

Bassetlaw Hospice of the Good Shepherd meets the definition of a public benefit entity under FRS 102.

The assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

The financial statements are prepared in sterling, which is the functional currency of the charity.

b. Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

c. Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances. The nature of estimation means that the outcomes could differ from those estimates.

The most significant area of estimation uncertainty for the charity is in relation to the useful economic life of the fixed assets.

d. Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Designated funds are unrestricted funds earmarked by the board of trustees for particular purposes.

~~Restricted funds are subject to restrictions on their expenditure imposed by the donor or through the terms of an appeal. Currently the charity does not have any restricted funds.~~

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
NOTES FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31ST MARCH 2024

e. Incoming resources

All incoming resources are included in the Statement of Financial Activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.
- Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.
- Investment income is included when receivable.
- Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.
- Legacy income is recognised when it is probable that it will be received.

f. Resources expended

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

- Costs of generating funds comprise the costs associated with attracting voluntary income.
- 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.
- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the professional fees and costs linked to the strategic management of the charity.
- All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis e.g. floor areas, per capita or estimated usage.

g. Tangible fixed assets

Tangible fixed assets are stated at cost less depreciation.

Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Building	4% straight line basis
Medical equipment	25% reducing balance basis
Hospice furniture fixtures & fittings	25% reducing balance basis
Office & shop equipment	25% reducing balance basis

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
NOTES FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31ST MARCH 2024

h. Fixed asset investments

Investments are initially recognised at their transaction value and subsequently measured at their market values at the Statement of Financial Position date using the closing quoted market price. The Statement of Financial Activities includes the net gains and losses arising on revaluation and disposals throughout the year.

i. Realised gains and losses

All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year.

Unrealised gains and losses are calculated as the difference between the fair value at the year end and their carrying value. Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities.

j. Pensions

The charity operated a defined contribution pension scheme and the pension charge represents the amounts payable by the charity to the fund during the year.

k. Hire purchase and leasing commitments

Rentals payable under operating leases are charged to the Statement of Financial Activities on a straight-line basis over the period of the lease.

l. Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow-moving items.

m. Government grants

Government grants are recognised at the fair value of the asset received or receivable. Grants are not recognised until there is reasonable assurance that the company will comply with the conditions attaching to them and the grants will be received. Government grants are recognised using the performance model.

Under the performance model, where the grant does not impose specified future performance-related conditions on the recipient, it is recognised in income when the grant proceeds are received or receivable. Where the grant does impose specified future performance-related conditions on the recipient, it is recognised in income only when the performance-related conditions have been met. Where grants received are prior to satisfying the revenue recognition criteria, they are recognised as a liability.

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
NOTES FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31ST MARCH 2024

2. Donations & legacies

	2024	2023
	£	£
Donations	138,294	113,689
Gift aid	1,606	2,948
Legacies	36,624	140,201
Subscriptions	13,750	13,097
Collections	1,557	2,276
	191,831	272,211

All of the legacies received included above are unrestricted.

3. Charitable activities

	2024	2023
	£	£
Hospice tea/coffee	3,595	2,861
	3,595	2,861

4. Other trading activities

	2024	2023
	£	£
Shop income	87,066	87,313
Fundraising events	18,739	14,360
eBay sales	1,653	1,786
Rose garden income	1,867	924
	109,325	104,383

5. Investment Income

	2024	2023
	£	£
Solar Panel income	2,980	2,670
Dividends - equities	90,501	113,318
Interest on cash deposits	27,247	13,874
Other income	5,342	89,240
	126,070	219,102

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
NOTES FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31ST MARCH 2024

6. Cost of raising funds

	2024	2023
	£	£
i. Charity Shops		
Opening stock	283	283
Purchases	579	986
Closing stock	(283)	(283)
Staff cost	32,773	30,813
Other operating leases	31,323	30,178
Rates and water	1,307	1,928
Insurance	3,656	3,153
Light and heat	5,377	3,220
Professional fees	2,950	2,759
Shop repairs	8,349	7,237
Advertising & marketing	2,548	2,737
Stationery	28	1,364
Sundry costs	564	306
Telephone & broadband	1,619	1,506
	91,073	86,187
ii. Costs of generating voluntary income		
Staff costs	56,919	53,743
Other operating leases	6,088	5,750
Rates and water	871	1,285
Insurance	3,656	3,152
Light and heat	2,305	1,380
Event costs	5,592	4,025
Advertising	2,548	2,737
Professional fees	2,950	2,754
Charity expenses	774	594
Sundry expenses	743	213
Stationery & office expenses	2,587	2,002
Telephone & broadband	1,619	2,322
Repairs & maintenance	319	315
Bank charges	104	609
	87,075	80,881
iii. Investment management		
Portfolio management	19,017	18,648
	19,017	18,648

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
NOTES FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31ST MARCH 2024

7. Charitable activities costs

Staff costs	36,554	34,367
External services	20,779	19,639
Rates & water	6,867	7,084
Facilities contracts	10,158	9,225
Insurance	3,656	3,152
Light & heat	21,160	18,628
Postage, stationery & telephone	2,955	2,255
Sundries	4,446	4,334
Repairs & renewals	5,585	2,037
Garden maintenance	702	979
Equipment & supplies	4,079	2,486
Repairs to equipment	12,702	8,549
Travel	6,052	3,223
Non-medical NHS costs	80,015	138,788
Depreciation	95,465	99,361
Support costs	3,010	2,501
Advertising & marketing	2,548	2,738
	<hr/>	<hr/>
	316,733	359,346
	<hr/>	<hr/>

8. Staff costs

	2024	2023
	£	£
External services	20,779	19,639
Salaries and wages	118,817	111,678
Social security costs	3,191	2,785
Staff pensions	4,041	4,460
	<hr/>	<hr/>
	146,828	138,563
	<hr/>	<hr/>

The average number of employees analysed by function was:

	2024	2023
Direct charitable	4	4
Cost of raising funds	3	3
	<hr/>	<hr/>
	7	7
	<hr/>	<hr/>

No employee earned remuneration of more than £60,000 (2023: £60,000).

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
NOTES FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31ST MARCH 2024

9. Trustee Remuneration & Related Party Transactions

No trustee or related party received any remuneration in either the current year or previous period.

No trustee or other related person to the charity had any personal interest in any contract or transaction entered into by the charity during the year.

During the year the remuneration paid to the charity operation's manager was £44,616. (2023: £49,956).

10. Net income

Net income for the year is stated after charging;

	2024	2023
	£	£
Depreciation	95,465	99,361
Auditors' remuneration – audit services	4,900	4,860
- for accountancy services	2,300	1,295
Payroll management services	1,650	1,617
Operating lease rentals	37,411	35,928

11. Taxation

As a charity, Bassetlaw Hospice of the Good Shepherd is exempt from tax on income and gains falling within Section 505 of the Taxes Act 1998 or Section 256 of the Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
NOTES FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31ST MARCH 2024

12. Fixed assets

	Building	Medical equipment	Hospice fixtures & fittings	Office & shop equipment	Total
	£	£	£	£	£
COST					
As at 1 April 2023	2,333,909	115,947	152,822	24,333	2,627,011
Additions	-	-	-	-	-
At 31 March 2024	2,333,909	115,947	152,822	24,333	2,627,011
DEPRECIATION					
As at 1 April 2023	850,781	96,060	106,596	19,004	1,072,441
Charge for the year	77,605	4,972	11,556	1,332	95,465
At 31 March 2024	928,386	101,032	118,152	20,336	1,167,906
NET BOOK VALUE					
At 31 March 2024	1,405,523	14,915	34,670	3,997	1,459,105
At 31 March 2023	1,483,128	19,887	46,226	5,329	1,554,570

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
NOTES FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31ST MARCH 2024

13. Fixed asset Investments

Movement in fixed asset investments

	2024	2023
	£	£
Market value brought forward 1 April 2023	4,492,529	4,633,429
Additions to investments at cost	1,108,310	544,120
Disposal of investments	(893,482)	(330,067)
Gain on disposal of investments	74,724	45,490
Net gain/(loss) on revaluation of investments	210,292	(400,443)
	4,992,373	4,492,529
Market value carried forward at 31 March 2024	4,992,373	4,492,529
Cash deposits held within the investment portfolio	94,050	204,805
	5,086,423	4,697,334
 Investments at market value Comprised:		
Equities	4,992,373	4,492,529
Cash deposits held within the investment portfolio	94,050	204,805
Total	5,086,423	4,697,334

All investments are carried at their market value. Investments in equities and fixed interest securities are all traded in quoted public markets. Investment sales and purchases are recognised at the date of the trade at cost (that is their transaction value).

14. Stock

	2024	2023
	£	£
Stocks of merchandise for resale	283	283
	283	283

15. Debtors

	2024	2023
	£	£
Legacies receivable	2,200	7,098
Prepayments	8,425	8,543
VAT	11,436	22,343
Other debtors	5	5
	22,066	37,989

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
NOTES FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31ST MARCH 2024

16. Cash at bank and in hand

	2024	2023
	£	£
Charity petty cash		
Maintenance petty cash	109	263
Events petty cash	4,206	1,157
Shop cash register	27	27
Bank account trustees	1,342	1,095
Bank account maintenance	4,956	7,168
Bank account charity	4,319	7,131
Main investment account	152,290	214,383
Virgin money account	10,460	10,460
PayPal	5,922	5,922
CAF Bank	-	120
	183,631	247,726

17. Creditors: amounts falling due within one year

	2024	2023
	£	£
Trade creditor	11,538	-
Taxation & social security	2,045	1,656
Accruals	5,662	5,827
Pension liability	665	760
	19,910	8,243

18. Operating Lease Commitments

	2024	2023
	£	£
Total lease commitments	91,731	115,661
	91,731	115,661

The following operating lease payments are committed to be paid:

The lease commitments disclosed above, relate to Retford shop premises leased by charity in order to generate funds.

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
NOTES FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31ST MARCH 2024

19. Movement in Funds

	At 1 April 2023	Income	Expenditure	Gains	At 31 March 2024
Unrestricted Funds:	£	£	£	£	£
General Fund	6,529,659	430,821	(513,898)	285,016	6,731,598
Total funds	<u>6,529,659</u>	<u>430,821</u>	<u>(513,898)</u>	<u>285,016</u>	<u>6,731,598</u>

20. APB Ethical Standard- provisions available for small entities

In common with many other organisations of our size and nature we use our auditors to prepare and submit returns to the tax authorities and assist with the preparation of our financial statements. Charges for these services are: Payroll processing £1,650, Accountancy services £2,300, Auditing £4,900, Total £8,850.

21. Reconciliation of net income/(expenditure) to net cash flow from operating activities

	2024 £	2023 £
Net surplus/(deficit) for the year	201,939	(301,458)
Adjustments for:		
Depreciation charges	95,465	99,361
(Gains)/ loss on investments	(285,016)	354,953
Dividends, interest and income from investments	(126,070)	(219,102)
(Increase) in stocks	-	-
Decrease in debtors	15,923	5,885
Increase in creditors	11,667	793
	<u>(86,092)</u>	<u>(59,568)</u>

22. Analysis of cash and cash equivalents

	2024 £	2023 £
Cash at bank and in hand	183,631	247,726
Cash held in investment portfolio	94,050	204,805
	<u>277,681</u>	<u>452,531</u>

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
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FOR THE YEAR ENDING 31ST MARCH 2024

23. Related party transactions

The charity did not have any Related Party Transactions during the year ended 31 March 2024 (2023 – none).

24. Post balance sheet events

Subsequent to the year end the market value of the investments held in note 13 have risen from £5,086,423 as at 31 March 2024 to £5,094,797 as at 30 June 2024. This is a non-adjusting event and no further adjustment or disclosure is required.

25. Going concern

After due consideration of all relevant factors, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Accordingly, they continue to adopt the going concern basis in preparing the financial statements.

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
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FOR THE YEAR ENDING 31ST MARCH 2024

Analysis of Statement of Financial Activities for the Year ended 31 March 2024

Income

	2024	2023
	£	£
Donations & legacies		
Donations	138,294	113,689
Gift aid	1,606	2,948
Legacies	36,624	140,201
Subscriptions	13,750	13,097
Collections	1,557	2,276
	191,831	272,211
Charitable activities		
Hospice tea/coffee	3,595	2,861
	3,595	2,861
Other trading activities		
Shop income	87,066	87,313
Fundraising events	18,739	14,360
eBay sales	1,653	1,786
Rose garden income	1,867	924
	109,325	104,383
Investment income		
Solar panel income	2,980	2,670
Dividends – equities	90,501	113,318
Interest on cash deposits	27,247	13,874
Other income	5,342	89,240
	126,070	219,102
Total Income for the year	430,821	598,557

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
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Analysis of Statement of Financial Activities for the Year ended 31 March 2024

Expenditure

	2024	2023
	£	£
Cost of fundraising		
Charity shops		
Opening stock	283	283
Purchases	579	986
Closing stock	(283)	(283)
Staff costs	32,773	30,813
Other operating leases	31,323	30,178
Rates & water	1,307	1,928
Insurance	3,656	3,153
Light & heat	5,377	3,220
Shop repairs	8,349	7,237
Professional fees	2,950	2,759
Advertising & marketing	2,548	2,737
Stationery	28	1,364
Sundry costs	564	306
Telephone & broadband	1,619	1,506
	91,073	86,187
Cost of generating voluntary income		
Staff costs	56,919	53,743
Other operating costs	6,088	5,750
Rates & water	871	1,285
Insurance	3,656	3,152
Light & heat	2,305	1,380
Event costs	5,592	4,025
Advertising	2,548	2,737
Professional fees	2,950	2,754
Charity expenses	774	594
Sundry expenses	743	213
Stationery & office expenses	2,587	2,002
Telephone & broadband	1,619	2,322
Repairs & maintenance	319	315
Bank charges	104	609
	87,075	80,881
Investment management		
Portfolio management	19,017	18,648
Total costs of fundraising	197,165	185,716

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
NOTES FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31ST MARCH 2024

Analysis of Statement of Financial Activities for the Year ended 31 March 2024

	2024	2023
	£	£
Charitable activities		
Staff costs	36,554	34,367
External services	20,779	19,639
Rates & water	6,867	7,084
Facilities contracts	10,158	9,225
Insurance	3,656	3,152
Light & heat	21,160	18,628
Postage, stationery & telephone	2,955	2,255
Sundries	4,446	4,334
Repairs & renewals	5,585	2,037
Garden maintenance	702	979
Equipment & supplies	4,079	2,486
Repairs to equipment	12,702	8,549
Travel	6,052	3,223
Non-medical NHS costs	80,015	138,788
Depreciation	95,465	99,361
Support costs	3,010	2,501
Advertising & marketing	2,548	2,738
	<u>316,733</u>	<u>359,346</u>
Total expenditure for the year	<u>513,898</u>	<u>545,062</u>
Net (loss)/income before other gains	(83,077)	53,495
Net gain/(loss) on revaluation of investments	210,292	(400,443)
Gain on disposal of investments	74,724	45,490
Net income/(expenditure) for the year	<u>201,939</u>	<u>(301,458)</u>

THE HOSPICE OF THE GOOD SHEPHERD

England & Wales - Charity number 701876

Accounts



Bassetlaw Hospice

West, Leicestershire, the Leicestershire & Rutland Hospice Group

TRUSTEE REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2023



Registered Charity Number: 701876

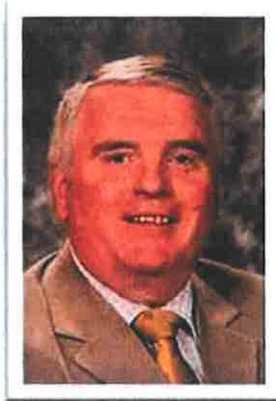
BASSETLAW HOSPICE OF THE GOOD SHEPHERD
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BASSETLAW HOSPICE OF THE GOOD SHEPHERD
REPORT OF THE TRUSTEES
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A MESSAGE FROM THE CHAIRMAN



This year things are almost normal and COVID seems to be a distant memory but we all realise that it hasn't disappeared. Day Care is still not at 100% capacity but is improving. Inpatient activity is not at the levels we would like but we are working with both the new Integrated Care Board and Nottinghamshire Healthcare NHS Foundation Trust to provide additional services.

During the year we replaced our old wooden summer house with a purpose-built Zen Hut which will be a relaxing and calming space especially for patients who become agitated. In addition, staff, patients and relatives will be able to access this facility.

All bedrooms are now fully smart enabling patients to control their environment via Alexa and increasing independence.

The shops continue to provide a useful source of income but unfortunately our Retail Manager Mallory Ellis tendered her resignation but her assistant Maxine Stubbs has stepped up and is settling well into her new role.

A new fundraiser saw 14 people climb Mount Snowdon and their sponsorship raised £5,000 in vital funds for the Hospice. The Tea Bar in Retford Hospital is fully functional once again and contributing to our fundraising efforts.

During National Volunteers Week we celebrated our volunteers offering them complimentary treatments by our therapist who volunteered her time and our Charity Operations Manager served coffee and cake to thank our valuable volunteers.

I would as ever like to thank our board of trustees, charity staff, nursing and hotel staff and not forgetting our volunteers for their continued hard work and commitment. We will continue now and, in the future, to strive to provide the highest level of care that has always been at the heart of Bassetlaw Hospice.

M W Quigley MBE – Chairman

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
REPORT OF THE TRUSTEES
FOR THE YEAR ENDING 31ST MARCH 2023
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The Trustees present their annual report together with the financial statements of the charity for the year ended 31st March 2023. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's trust deed, The Charities Act 2011, 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 the Republic of Ireland (FRS 102) (effective 1st January 2019)

Objectives and activities for the public benefit

Objectives

The objectives of the charity are to raise funds to provide hospice care to the residents of Worksop, Retford and the surrounding area which is known as Bassetlaw. Situated in the county of Nottinghamshire and to work with other healthcare providers in the development and provision of palliative care.



Beneficiaries and public benefit

The activities undertaken by the charity provide a benefit to all the people of Bassetlaw who have a need of palliative care, subject to limitations imposed by the number of places available. The charity's activities are not considered to cause any adverse effects to any members of the public. Any personal benefits gained by persons other than those receiving the care is considered to be incidental to the work of the charity.

Charity Commission

The Trustees consider these objectives continue to provide public benefit for the local community by ensuring the availability of this care. They have referred to the Charity Commission's general guidance of public benefit when reviewing the aims and objectives and in planning the Charity's future activities.

Charitable activities

Under Licence, approved by the Charity Commission, the nursing and medical costs of the service are funded directly by Nottinghamshire Healthcare NHS Foundation Trust ("Service Provider"). The charity is responsible for all additional patient services including complimentary therapy, hairdressing, diversional therapy and patient transport. The maintenance, replacement and repair of the building, gardens and fixtures and fittings, the insurance and running costs are all funded by the charity. The charity also funds a number of other services both clinical and non-clinical, to support the hospice and the services we provide.



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A review of our achievements and performance

In Patient Unit – IPU

The unit is led by Advanced Nurse Practitioners with an experienced team of qualified nursing and care staff, supported by a Palliative Care Consultant, Occupational Therapist, Physiotherapist and Accredited Counsellor.

The team provide individualised care and support for patients to help manage symptoms for patients with a life limiting illness. There is also care for those at the end of life with calm dignified care and support for relatives and carers during this time.

The individual bedrooms have en-suite facilities and direct access to the private and tranquil gardens, having this available aided us greatly with visiting, as access to rooms have been via the private entrances to bedrooms, enabling us to minimise the footfall through the hospice. Each room has air conditioning, a fully adjustable bed, smart TV and telephone.



As a result of last year's project, all patient rooms are smart functioning, enabling patients to use the smart TVs to run Netflix, YouTube and all other available functions. We have Amazon Alexa's in every bedroom, improving patient independence by allowing patients to play music, listen to stories, tell the time and even turn the lights on/off and change the colour to suit their mood. Promoting patient independence is a vital part of a patients journey within the hospice and it is an element that we all embrace.

The Support and Wellbeing Centre

The Support and Wellbeing team, work with people who are living in our community and are experiencing long term and life limiting conditions. They offer nursing support, occupational therapy, counselling, and complimentary therapy to support the physical, psychological, social, and spiritual wellbeing of the patients. The team compliment and work closely with other healthcare professionals involved in the care of the patient to ensure that the care is proactive and seamless.

The Support and Wellbeing Centre is here to help patients feel better, stay well and to achieve their own personal goals through supporting patients to be as independent as possible, manage symptoms and support the patient to Identify and achieve goals despite the challenges they may be facing. The team also provides support to relatives and carers through couples counselling, bereavement support and carer support groups.

The board continues to work with the service provider to develop new ways to enhance the provision of palliative care in Bassetlaw.

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Update from Hospice Team Leader – Adele Barker

It is a pleasure to offer up an update from my perspective once again for this year's annual report. Since last year's report there has been some positive changes and some challenges. As always, I would like to acknowledge the staff

who work tirelessly to ensure that our hospice delivers excellent, safe, and responsive care to patients and those close to them. On top of this, a lot of work is going into community events to attempt to bust the stigma of the hospice including attending events/ market stalls/ face to face talks/touring the stigma busting banner etc

Staffing continues to be a challenge, but we are pleased to report that networks and relationships have been built and strengthened with John Eastwood hospice who have offered valuable staffing support. We have a nurse vacancy and a possibly assistant practitioner vacancy to recruit to and have welcomed a physiotherapist, Sinead, to our team. We have not had this role in the hospice before and Sinead also comes with a wealth of experience and knowledge about community teams. We are working hard at building therapy networks and developing the role of the therapists within the hospice. This is exciting work that will benefit our patients immensely.

We say a sad farewell to Lynn Watson who has chosen to retire after 18 years of service at Bassetlaw hospice.

In my last report, I spoke about a longstanding culture problem at the Hospice. I am pleased to report that this is much improved, and this is thanks to the whole team. We have offered extra training and are putting all staff through a heavily revised induction package which we have worked very hard on. Our staff time out days continue to prove very useful for learning and team building.

We continue to work closely and collaboratively with Charity operations manager – Bonney, towards our common goals at the Hospice. It is because of this close network that we can seamlessly provide excellent patient care incorporating special moments for the patients and a lovely, friendly, homely environment.

Day Hospice -Support and Wellbeing Centre (SWC) continues to head in the right direction and has once again had many changes with more ahead. We host a busy community coffee morning each week which is helping to bring in people who would like to volunteer, people who need support and prospective patients who are dipping a toe in the water. This session is often attended by the black watch fire crew who are completing some invaluable community work with our vulnerable patients and community. They have also delivered some training to our nursing team who can utilise this information for patient journey post discharge. Some sessions have really taken off such as the coffee mornings, and others have needed to have adjustments made to better meet the needs of the patients. Engagement is often an issue, and this is heavily attributed to the stigma of the Hospice.

Our Zen hut is set up and a lovely space for patients, relatives and visitors and gives a much-needed relaxing space to escape. We are grateful for this resource and thank HCSW Tracey's husband, Pete, who has made us a beautiful sign for the zen hut.

I could not write an annual report without mentioning the kitchen and domestic staff along with the wider teams who continue to provide an amazing service and are integral to the patient journey.

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This year we have also made great network links with the fire station, Notts county council, Macmillan team, BCVS and other areas. We aim to work together on several projects including offering training to the volunteer. The training is free and supported by the council, it will give volunteers within our service, the skills and support to speak about health inequalities. We hope this will help them to feel valued and be beneficial to patients and staff.

We have a lot of proud moments this year but to name a couple:

Memory/ legacy/ spiritual care

- recordable teddy bear undergoing pre bereavement support was given to a lady who was missing her husband during his latest hospital stay. She missed his whistle, so the teddy was able to record and play him whistling.
- Jewellers visited the hospice to assist a patient to buy his wife and daughter a ring to remember him by.
- Little girl decorated a plant pot to put in her garden to remember her grandma.

Rehabilitative palliative care

- Assisted a patient with spinal cord compression – (no movement below belly button) into our tilt in space wheelchair (rea azalea) to spend time in the garden with his children.
- Patient assisted into the rea azalea wheelchair to get a good position so staff could support her to knit.
- Patients' bedroom furniture moved around to be able to see into the garden. Bird tables moved to outside patio doors so that patient can watch the squirrels.

Going forward our aspirations are:

- Get suitable furniture throughout – E.g., visitors chairs, furniture for the relatives' room, communal rooms.
- Get some artwork around the building to make it more cheerful.
- Build on our community events at the hospice to bust the stigma and increase engagement.
- Offer more palliative care tailored training, ensuring our staff feel invested in.
- Continue to deliver excellent patient care. Celebrate the positive feedback more and learn from any negative feedback

Our place in the community

Now in our 29th year our objectives as a charity remains the same, to raise funds for the provision of hospice care for the people of Bassetlaw. We continue to work closely with local healthcare providers including MacMillan, GP Surgeries, Hospitals and Care Homes in the development of a palliative care service to meet the needs of the patients and their loved ones at what is always a very difficult time in their lives.

Building for the future

This year we designed and developed the Zen Hut. The Zen Hut is a sensory space that can be used by patients, relatives and staff. It has already proven to be of great benefit and has been used by our Counsellor, Complementary Therapist and relatives. We have also utilised the space within our community events where we turned it into a Grotto at Christmas where Santa came to greet patients and the community.



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This year we have been able to continue the development of the charity's website. we are very pleased with the outcome and the feedback that we have received. The site is attractive, user friendly and interactive, allowing users to navigate between pages. The website hosts online forms, allowing users to sign up as volunteers, join as Friends of the Hospice and get involved in fundraising. This year we have introduced a Support and Wellbeing online referral page which allows patients and families to refer into the service directly. This is to make access to the hospice even easier for the community of Bassetlaw.

Volunteers

We are incredibly fortunate to have a wonderful team of volunteers whose commitment and hard work is invaluable to the charity, volunteers enhance the services that the charity provides and this year during lockdown we have been able to review the roles of our volunteers.

There are a variety of roles at the hospice these include:

Support and Wellbeing Centre

Befriending patients
Serving drinks and meals
Assisting with arts, crafts and therapies
Leading on interactive activities

Kitchen

Assisting the catering team
Serving meals
General kitchen duties



Drivers

Drivers collect and return home patients attending Support and Wellbeing Centre
Volunteers must have a four door car with full comprehensive insurance
A mileage allowance is paid.

Meet and Greet - Face of the Hospice

Volunteers welcome and assist patients and visitors to the Hospice.
Show patients to the Support and Wellbeing Centre
Show visitors to the IPU
Support our Ward Clerk and Charity Operations Manager

Digital Marketing

Support the development of our social media platforms
Blog writing
Website improvements
Increase brand awareness
promotion of virtual fundraising
Newsletter development

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Gardening

Volunteers assist the gardening team with weeding, planting, and general garden maintenance.

Retail Opportunities

Receiving, sorting and preparing stock for sale
Displaying and selling donated stock
Serving customers
Serving in the Hospice Tea Bar located in Retford Hospital



Fundraising Opportunities

Selling raffle tickets
Baking cakes to sell at fundraising events
Helping with supermarket collections or bag packing
Staffing a stall at an event
Serving refreshments
Assisting at our organised events

Our events in the community, which are often at weekends or in the evenings have previously proven popular with people who are employed but want to give something back to the community. Many of our volunteers provides crafts, bake cakes and support the charity with donations and contributions: they are all part of the hospice team and as a board we thank them immensely. The time given by volunteers, if calculated in terms of salary, would amount to thousands of pounds and without their help and support it would not be possible to maintain the high standards of care or generate the income required.

As a charity we are continuing to run recruitment drives for volunteers and we are impressed with the outcome so far.

Fundraising

The local community have always been ready to support not only the events that our team organise but also to arrange their own unique ways to raise funds for the hospice and this year is no exception to that.

Debbie, our Community Fundraiser is always on hand to help provide support and guidance to individuals, businesses, clubs and organisations who generously use their own contacts to raise funds for the charity.

The Fundraising subcommittee, consisting of trustees, staff, nursing staff and members of the public who meet at least 4 times a year to plan, develop and review in-house and community fundraising events. The charity's aim is not only to provide income but to engage with our supporters and ensure the profile of the hospice continues to remain as an active and important element within Bassetlaw and the community it serves.

The highlights this year include: Our first mountain climb, where we took 14 fundraisers to Snowdonia to climb Snowdon, this was a massive success and raised over £5,000. We also continued with our - Afternoon Tea Party, which took place in the museum gardens with 65 attendees, Tie a yellow ribbon event at Barnby Moor, Virtual London Marathon, Ladies Lunch, Easter Fayre, Christmas Fayre and our Christmas star event, which was linked with the grief awareness week.



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Retail

This year the shops continue to undergo a lot of changes, including the continuation of Gift Aid. As a policy we only sell items donated by the local community. The volunteers have embraced the opportunity to be open and we are always grateful for the quality donations that we receive and would like to take this opportunity to say thank you to our hard-working volunteers and to the community for their ongoing support.

The Tea Bar at Retford Hospital has now been reopened. Retford Life Magazine has sponsored the tea bar. They provided the bright new signage and the first lot of stock meaning everything made in the first few months was purely profit for the hospice.



Financial Summary

The charity is able to report a surplus for the year of £53,495 before investment gains/(losses). This compares to a surplus in the previous year of £182,873. The surplus is after taking into account legacies and donations of £272,211 compared to £443,653 for the previous year. Legacies are a very important source of income for the charity and the trustees are forever grateful to those families that leave a bequest at, what can often be, a very difficult time for all concerned.

The total value of available unrestricted funds, including investments, at the end of the financial year is £6,529,659 compared to £6,831,117 at the previous financial year end. The cash position, included in total funds, is £247,726 (2022 £314,916).

The charity continues to delegate the management of its investment portfolio to professional independent fund managers, Rathbones, who manage the charity's investment portfolio within predetermined parameters of asset class and risk. Financial markets are not immune from the effects of global events and recent years have seen significant movement in fund values and returns, firstly as a result of the Covid, then the ongoing war in Ukraine and latterly the economic uncertainty demonstrated by a large rise in interest rates around the world.

The target return for the portfolio is CPI +3% which is 11.9%. The actual portfolio net return for the period was 8.0%. The FTSE 100 return for the same period was 15.64%. The ARC Charity Steady Growth total return was 10.22%. The Trustees are aware of the reasons behind the slight underperformance of the fund compared to benchmark indices and are very happy with the investment strategy of Rathbones.

Income from the shops in Retford and Worksop has now effectively returned to normal and both shops have shown an over budget increase in sales. A new till system should manifest itself in an increase in repayment of tax on "giving". We have added one more to the team over the last two years and both shops are fully staffed thanks to a wonderful number of volunteers. It is these volunteers across all areas of the charity that make working in and running the charity so rewarding.

As ever our principal funding source remains the people of Bassetlaw whose generosity allows us to continue to develop and deliver a high level of hospice service. The trustees and staff will continue to monitor closely the trading results and balance sheet and continue to operate a strong system of budgetary control with set authority levels and as a result all costs strictly controlled.

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Events after the end of the reporting period

As stated last time, discussions between NHS Bassetlaw Clinical Commissioning Group, Doncaster and Bassetlaw Teaching Hospitals and Nottinghamshire Healthcare NHS Foundation Trust (NHT) regarding the provision of medical staff to the hospice came to nothing and the contract for supply of staff remains with NHT.

The newly formed Integrated Care Board for Nottinghamshire has undertaken a detailed review of Palliative Care and End of Life Pathway. The Trustees did not have the level of involvement in discussions as originally promised as the new model evolved. However, NHT and the ICB have been discussing the budget cost of the service delivered and there is a significant funding gap between the two parties of which the hospice and NHT have two years to resolve or the funding shortfall will be the hospice to fund. The shortfall is approximately £500,000 per annum. Negotiations and discussions are ongoing.

Going concern

The Trustees have considered the financial position of the charity and in consideration of the information available to them are satisfied that the charity is a going concern for the foreseeable future and in any case for at least 12 months from the date of this report.

Investment policy

The trustees have placed voluntary restrictions on the investments which can, with the agreement of the board be changed at any time.

Considering the current economic climate, the board are satisfied with the current performance of the portfolio. The board receives an annual presentation from Rathbones to discuss the strategy and consider the external factors affecting the performance of the portfolio.

Reserves policy

The reserves policy is reviewed annually, and it is the policy of the charity to:

- Strike a balance between financial prudence and investment in facilitating quality services
- Maintain unrestricted funds which are available for general use and equate to approximately two years hospice operating expenditure
- Hold sufficient reserves to cover the work impact of a negative event. This is currently set at £1.0m
- To hold appropriate designated reserves for strategic and capital projects as determined on an annual basis
- Where required hold restricted funds in accordance with specific restrictions either by the wishes of the donor or by the donor or by the nature of the appeal.
- To hold, at all times, liquid assets to provide operational working capital and to ensure cash balances never fall below £250,000

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Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

They actively review the major risks which are classified as constitutional, financial, operational and external which the charity faces on a regular basis and which may impact on the service the charity aims to provide.

Constitutional - The trustees believe that procedures are in place to cover any risk which may arise regarding constitutional or governance matters.

Financial - The trustees consider the variability of returns and the fluctuations of valuation on the investment portfolio to constitute a financial risk and recent volatility in world stock markets has demonstrated that risk. The trustees consider the portfolio to be a long-term investment and the income is not a large portion of total income. The trustees consider that the charity could continue with no investment income from this portfolio therefore the risk is acceptable.

The trustees consider that the reserves of the charity are sufficient to cover approximately two year's operating costs. This does not include the stock market investments, which are excluded as they are prone to fluctuation as stated above.

Operational - The trustees recognise the responsibility the charity has to ensure the building, fixtures, fittings, and maintenance ancillary services provided are to a high standard compatible with those required by the Bassetlaw Health Partnership.

The trustees will ensure the ongoing development of clear operating procedures for the running of the charity in order to mitigate any significant risks.

External - All fundraising activities are insured by external parties, who require full risk assessments specific to each activity or event.

A formal review of all other risks is ongoing to ensure the charity can take action to minimise such risks.

Structure, Governance & Management

Governing document

The charity is constituted under a trust deed dated 28th July 1989 which, with the approval of the Charity Commission, was superseded by a scheme dated 30th June 2004 and is an unincorporated company. The area to benefit under the deed is the district surrounding Retford and Worksop, known as Bassetlaw. The Fund created under the deed is for all donations, subscriptions and bequests which are to be used to provide premises, fixtures, fittings and equipment to maintain a hospice for the benefit and treatment of pain and suffering amongst the terminally ill residents of the area, catering for both their physical and spiritual welfare.

Copies of the deed are available from Bassetlaw Hospice, Cedar House, North Road, Retford, DN22 7XF.

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Recruitment and training of new trustees

The trustees are elected to serve for two years on the Executive Committee, which meets every two months. Every year half the trustees are nominated for re-election.

Induction and training of new trustees

The charity follows the Charity Commission's recommendations with regard to trustees' induction. All new trustees are provided with a Help the Hospices Trustee Induction Pack along with a copy of the most recent full accounts and the Charity Commissions publication CC3 The Essential Trustee - What you need to know, what you need to do and given details where Charity Commission literature can be found. New trustees are encouraged to spend time at the hospice working with staff and volunteers to fully understand the nature of the care provided.

Organisational structure

The hospice is situated in Retford. The charity also maintains a shop and fundraising office (known as the Appeal Office) at 4 Jubilee Courtyard, Retford and a shop at Worksop.

The day-to-day running of the charity and fund-raising activities are managed by a salaried Charity Operations Manager. Six part time paid members of staff are employed in fundraising, administration, maintenance and gardening.

Key management personnel remuneration

The trustees consider the board of trustees and the Charity Operations Manager as comprising the key management personnel of the charity in charge of directing and controlling the charity and running and operating the charity on a day-to-day basis. All trustees give of their time freely and no trustee remuneration or trustee expenses were paid in the year.

Trustees are required to disclose all relevant interests and register them with the Charity Operations Manager and in accordance with policy withdraw from decisions where a conflict of interest arises.

The pay of the Charity Operations Manager is reviewed by the trustees on a regular basis. In view of the size and nature of the charity the trustees set the level of pay for the Charity Operations Manager with reference to similar positions within the health service and other local charities of a similar size.

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
REPORT OF THE TRUSTEES
FOR THE YEAR ENDING 31ST MARCH 2023
REGISTERED CHARITY NUMBER 701876

Reference and administrative details:

Registered Charity number: 701876

Principal address: Cedar House, North Road, Retford, DN22 7XF

Auditors: Hawsons
5 Sidings Court, White Rose Way, Doncaster, DN4 5NU

Solicitors: Gareth Day
Jones and Company, Cannon Square, Retford, DN22 6PB

Bankers: Lloyds Bank, High Street, Lincoln, LN5 7AP

CAF Bank Limited, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent,
ME19 4JQ

Virgin Money, Jubilee House, Gosforth, Newcastle upon Tyne,
NE3 4PL

Investment managers: Rathbone Investment Management
Port of Liverpool Building, Pier Head, Liverpool, L3 1NW

Trustees:	Position:
M W Quigley MBE	Chairman
D T Cashmore	Vice Chairman
R Ashmore	Treasurer
M Childs	Secretary
R Robinson	
B Spencer	
P Jefferson	
A Tromans	
D Bastow	
D Craggs	

Charity Operations Manager: B Baggaley

The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
REPORT OF THE TRUSTEES
FOR THE YEAR ENDING 31ST MARCH 2023
REGISTERED CHARITY NUMBER 701876

The law applicable to charities in England and Wales requires the charity trustees to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charity and of the incoming resources and application of resources, of the charity for that period. In preparing the financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS102);
- 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to assume that the company will continue on that basis.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy, at any time, the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Account and Reports) Regulations 2008 and the provisions of the Trust Deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from the legislation in other jurisdictions.

Approved by the trustees on

17th July 2023

and signed on its behalf by:



M W Quigley MBE - Trustee

Independent Auditor's Report to the Members of Bassetlaw Hospice of the Good Shepherd

Opinion

We have audited the financial statements of Bassetlaw Hospice of the Good Shepherd (the 'charity') for the year ended 31 March 2023, which comprise the Statement of Financial Activities, the Statement of Financial Position, the Statement of Cash Flows, and the notes to the financial statements, including 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 charity's affairs as at 31 March 2023 and of 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 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 Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity 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 charity's 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 charity'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 charity trustees with respect to going concern are described in the relevant sections of this report.

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.

Independent Auditor's Report to the Members of Bassetlaw Hospice of the Good Shepherd (continued)

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Report.

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

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities set out on page 13, the trustees 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 charity'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 charity or to cease operations, or have no realistic alternative but to do so.

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 of 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 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:

The charity is subject to laws and regulations that directly and indirectly affect the financial statements. Based on our understanding of the company and the environment it operates within, we determined that the laws and regulations which were most significant included FRS 102, Charities Act 2011 and Health and Safety regulations. We considered the extent to which non-compliance with these laws and regulations might have a material effect on the financial statements, including how fraud might occur. We evaluated management's incentives and opportunities for fraudulent manipulation of the financial statements (including the risk of override of controls), and determined that the principal risks were related to the posting

Independent Auditor's Report to the Members of Bassetlaw Hospice of the Good Shepherd (continued)

of inappropriate journal entries to improve the charity's result for the period, and management bias in key accounting estimates.

Audit procedures performed by the engagement team included:

- Discussions with management and those responsible for legal compliance procedures within the charity to obtain an understanding of the legal and regulatory framework applicable to the charity and how the charity complies with that framework, including consideration of known or suspected instances of non-compliance with laws and regulations and fraud;
- Reviewing minutes of trustee meetings;
- Identifying and assessing the design effectiveness of controls that management has in place to prevent and detect fraud and non-compliance with laws and regulations;
- Challenging assumptions and judgements made by management in their significant accounting estimates, in relation to the valuation of stock.
- Identifying and testing journal entries, in particular any journal entries posted with unusual account combinations or posted by senior management.

There are inherent limitations in the audit procedures described above and the more removed non-compliance with laws and regulations is from the events and transactions reflected in the financial statements, the less likely we are to become aware of it. Also, the risk of not detecting a material misstatement due to fraud is higher than the risk of not detecting one resulting from error, as fraud may involve deliberate concealment by, for example, forgery or intentional misrepresentations, or through collusion.

A further description of our responsibilities is available on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charity'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 charity'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 charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.



For and on behalf of Hawsons Chartered Accountants, Statutory Auditor

5 Sidings Court
White Rose Way
Doncaster
South Yorkshire
DN4 5NU

Date:..... **6 SEPTEMBER 2023**

Hawsons, Chartered Accountants are 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.

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDING 31ST MARCH 2023

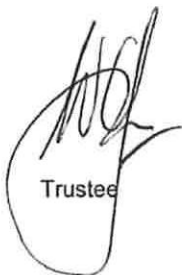
	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
Incoming resources from charitable activities:					
Donations and legacies	2	272,211	-	272,211	443,653
Charitable activities	3	2,861	-	2,861	500
Other trading activities	4	104,383	-	104,383	84,028
Investment income	5	219,102	-	219,102	92,074
		<hr/>	<hr/>	<hr/>	<hr/>
Total income		598,557	-	598,557	620,255
		<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
Expenditure					
Cost of raising funds					
Charity shops	6(i)	86,187	-	86,187	76,218
Costs of generating voluntary income	6(ii)	80,881	-	80,881	69,740
Investment management	6(iii)	18,648	-	18,648	16,719
		<hr/>	<hr/>	<hr/>	<hr/>
		185,716	-	185,716	162,677
Charitable activities	7	359,346	-	359,346	274,705
		<hr/>	<hr/>	<hr/>	<hr/>
Total expenditure		545,062	-	545,062	437,382
		<hr/>	<hr/>	<hr/>	<hr/>
Net income before gains on investments		53,495	-	53,495	182,873
Net loss on investment assets		(354,953)	-	(354,953)	258,292
Net movement in funds		(301,458)	-	(301,458)	441,165
		<hr/>	<hr/>	<hr/>	<hr/>
Total funds brought forward		6,831,117	-	6,831,117	6,389,952
		<hr/>	<hr/>	<hr/>	<hr/>
Total funds carried forward		6,529,659	-	6,529,659	6,831,117
		<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

The statement of financial activities includes all gains and losses recognised in the year. All incoming resources and reserves expended derive from continuing activities. The notes on pages 20 to 33 form part of these financial statements.

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
STATEMENT OF FINANCIAL POSITION
AS AT 31ST MARCH 2023

		2023		2022	
Notes	£	£	£	£	£
Fixed Assets					
Tangible assets	12	1,554,570		1,624,990	
Investments	13	4,697,334		4,854,504	
Current Assets					
Stocks	14	283		283	
Debtors	15	37,989		43,874	
Cash at bank and in hand	16	247,726		314,916	
		285,998		359,073	
Creditors: amounts falling due within one year	17	(8,243)		(7,450)	
		277,755		351,623	
Net Current Assets		277,755		351,623	
Net Assets		6,529,659		6,831,117	
Funds					
Unrestricted funds		6,529,659		6,831,117	
Total charity funds		6,529,659		6,831,117	

The financial statements were approved and authorised for issue by the Trustees and were signed on its behalf on


 Trustee

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
STATEMENT OF CASHFLOWS
FOR THE YEAR ENDING 31ST MARCH 2023

	Notes	2023 £	2022 £
Cash flow from operating activities			
Net cash provided by operating activities	20	(59,568)	169,946
Cash flows from investing activities:			
Dividends, interest and income from investments		219,102	92,074
Purchase of property, plant and equipment		(28,941)	(40,055)
Proceeds from sale of investments		330,067	344,618
Purchase of investments		(544,120)	(1,000,060)
Net cash (used in) investing activities		<u>(23,892)</u>	<u>(603,423)</u>
Change in cash and cash equivalents in the year		(83,460)	(433,477)
Cash and cash equivalents at the beginning of the year		535,991	969,468
Cash and cash equivalents at the end of the year	21	<u>452,531</u>	<u>535,991</u>

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
NOTES FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31ST MARCH 2023

1.

i. GENERAL INFORMATION

The charity is an unincorporated organisation. The registered address is Cedar House, North Road, Retford, DN22 7XF.

ii. STATEMENT OF COMPLIANCE

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 2019) - (Charities SORP (FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

iii. ACCOUNTING POLICIES

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the financial statements are as follows:

a. Basis of preparation

Bassetlaw Hospice of the Good Shepherd meets the definition of a public benefit entity under FRS 102.

The assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

The financial statements are prepared in sterling, which is the functional currency of the charity.

b. Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

c. Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances. The nature of estimation means that the outcomes could differ from those estimates.

The most significant area of estimation uncertainty for the charity is in relation to the useful economic life of the fixed assets.

d. Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Designated funds are unrestricted funds earmarked by the board of trustees for particular purposes.

Restricted funds are subject to restrictions on their expenditure imposed by the donor or through the terms of an appeal. Currently the charity does not have any restricted funds.

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
NOTES FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31ST MARCH 2023

e. Incoming resources

All incoming resources are included in the Statement of Financial Activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.
- Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.
- Investment income is included when receivable.
- Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.
- Legacy income is recognised when it is probable that it will be received.

f. Resources expended

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

- Costs of generating funds comprise the costs associated with attracting voluntary income.
- 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.
- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the professional fees and costs linked to the strategic management of the charity.
- All costs are allocated between the expenditure categories of the SoFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis e.g. floor areas, per capita or estimated usage.

g. Tangible fixed assets

Tangible fixed assets are stated at cost less depreciation.

Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Building	4% straight line basis
Medical equipment	25% reducing balance basis
Hospice furniture fixtures & fittings	25% reducing balance basis
Office & shop equipment & fittings	25% reducing balance basis

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
NOTES FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31ST MARCH 2023

h. Fixed asset investments

Investments are initially recognised at their transaction value and subsequently measured at their market values at the Statement of Financial Position date using the closing quoted market price. The statement of financial activities includes the net gains and losses arising on revaluation and disposals throughout the year.

i. Realised gains and losses

All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year.

Unrealised gains and losses are calculated as the difference between the fair value at the year end and their carrying value. Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities.

j. Pensions

The charity operated a defined contribution pension scheme and the pension charge represents the amounts payable by the charity to the fund during the year.

k. Hire purchase and leasing commitments

Rentals payable under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

l. Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

m. Government grants

Government grants are recognised at the fair value of the asset received or receivable. Grants are not recognised until there is reasonable assurance that the company will comply with the conditions attaching to them and the grants will be received. Government grants are recognised using the performance model.

Under the performance model, where the grant does not impose specified future performance-related conditions on the recipient, it is recognised in income when the grant proceeds are received or receivable. Where the grant does impose specified future performance-related conditions on the recipient, it is recognised in income only when the performance-related conditions have been met. Where grants received are prior to satisfying the revenue recognition criteria, they are recognised as a liability.

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
NOTES FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31ST MARCH 2023

2. Donations & legacies

	2023	2022
	£	£
Donations	113,689	124,497
Gift aid	2,948	3,205
Legacies	140,201	304,357
Subscriptions	13,097	9,424
Collections	2,276	2,170
	<hr/>	<hr/>
	272,211	443,653
	<hr/> <hr/>	<hr/> <hr/>

All of the legacies received included above are unrestricted.

3. Charitable activities

	2023	2022
	£	£
Hospice tea/coffee	2,861	500
	<hr/>	<hr/>
	2,861	500
	<hr/> <hr/>	<hr/> <hr/>

4. Other trading activities

	2023	2022
	£	£
Shop Income	87,313	72,016
Fundraising events	14,360	9,328
eBay sales	1,786	1,410
Rose garden income	924	1,274
	<hr/>	<hr/>
	104,383	84,028
	<hr/> <hr/>	<hr/> <hr/>

5. Investment Income

	2023	2022
	£	£
Solar Panel Income	2,670	2,736
Dividends - equities	113,318	71,411
Interest on cash deposits	13,874	17,927
Other income	89,240	-
	<hr/>	<hr/>
	219,102	92,074
	<hr/> <hr/>	<hr/> <hr/>

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
NOTES FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31ST MARCH 2023

6. Cost of raising funds

	2023	2022
	£	£
i. Charity Shops		
Opening stock	283	283
Purchases	986	670
Closing stock	(283)	(283)
Staff costs	30,813	26,811
Other operating leases	30,178	30,178
Rates and water	1,928	1,099
Insurance	3,153	2,563
Light and heat	3,220	3,427
Professional fees	2,759	1,818
Shop repairs	7,237	3,425
Advertising & marketing	2,737	2,908
Stationery	1,364	160
Till & credit card costs	-	1,670
Sundry costs	306	222
Telephone & broadband	1,506	1,267
	86,187	76,218
ii. Costs of generating voluntary income		
Staff costs	53,743	46,144
Other operating leases	5,750	5,750
Rates and water	1,285	732
Insurance	3,152	2,563
Light and heat	1,380	1,469
Event costs	4,025	2,913
Advertising	2,737	2,908
Professional fees	2,754	2,368
Charity expenses	594	600
Sundry expenses	213	176
Stationery & office expenses	2,002	1,545
Telephone & broadband	2,322	1,802
Repairs & maintenance	315	173
Bank charges	609	597
	80,881	69,740
iii. Investment management		
Portfolio management	18,648	16,719
	18,648	16,719

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
NOTES FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31ST MARCH 2023

7. Charitable activities costs

Staff costs	34,367	29,752
External services	19,639	3,324
Rates & water	7,084	8,122
Facilities contracts	9,225	4,146
Insurance	3,152	2,563
Light & heat	18,628	24,094
Postage, stationery & telephone	2,255	92
Sundries	4,334	2,604
Repairs & renewals	2,037	2,681
Garden maintenance	979	860
Equipment & supplies	2,486	3,010
Repairs to equipment	8,549	7,412
Travel	3,223	4,625
Non-medical NHS costs	138,788	78,328
Depreciation	99,361	98,366
Support costs	2,501	1,818
Advertising & marketing	2,738	2,908
	359,346	274,705
	359,346	274,705

8. Staff costs

	2023	2022
	£	£
External services	19,639	3,324
Salaries and wages	111,678	92,498
Social security costs	2,785	6,593
Staff pensions	4,460	3,459
	138,563	105,874
	138,563	105,874

The average number of employees analysed by function was:

	2023	2022
Direct charitable	4	3
Cost of raising funds	3	3
	7	6
	7	6

No employee earned remuneration of more than £60,000 (2022: 60,000).

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
NOTES FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31ST MARCH 2023

9. Trustee Remuneration & Related Party Transactions

No trustee or related party received any remuneration in either the current year or previous period.

No trustee or other related person to the charity had any personal interest in any contract or transaction entered into by the charity during the year.

During the year the remuneration paid to the charity operations manager was £49,956.

10. Net income

Net income for the year is stated after charging;

	2023	2022
	£	£
Depreciation	99,361	98,366
Auditors remuneration – audit services	4,860	3,750
- for accountancy services	1,295	956
Payroll management services	1,617	1,298
Operating lease rentals	35,928	35,928

11. Taxation

As a charity, Bassetlaw Hospice of the Good Shepherd is exempt from tax on income and gains falling within Section 505 of the Taxes Act 1998 or Section 256 of the Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
NOTES FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31ST MARCH 2023

12. Fixed assets

	Building	Medical equipment	Hospice fixtures & fittings	Office & shop equipment	Total
	£	£	£	£	£
COST					
As at 1 April 2022	2,312,209	115,947	146,953	22,961	2,598,070
Additions	21,700	-	5,869	1,372	28,941
At 31 March 2023	2,333,909	115,947	152,822	24,333	2,627,011
DEPRECIATION					
As at 1 April 2022	773,610	89,431	92,487	17,552	973,080
Charge for the year	77,171	6,629	14,109	1,452	99,361
At 31 March 2023	850,781	96,060	106,596	19,004	1,072,441
NET BOOK VALUE					
At 31 March 2023	1,483,128	19,887	46,226	5,329	1,554,570
At 31 March 2022	1,538,599	26,516	54,466	5,409	1,624,990

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
NOTES FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31ST MARCH 2023

13. Fixed asset Investments

Movement in fixed asset investments	2023	2022
	£	£
Market value brought forward 1 April 2022	4,633,429	3,755,447
Additions to investments at cost	544,120	1,000,060
Disposals at carrying values	(330,067)	(380,370)
Net (loss)/ gain on revaluation	(354,953)	258,292
Market value carried forward at 31 March 2023	<u>4,492,529</u>	<u>4,633,429</u>
Cash deposits held within the investment portfolio	<u>204,805</u>	<u>221,075</u>
	<u>4,697,334</u>	<u>4,854,504</u>
Investments at market value Comprised:		
Equities	4,492,529	4,633,429
Cash deposits held within the investment portfolio	204,805	221,075
Total	<u>4,697,334</u>	<u>4,854,504</u>

All investments are carried at their market value. Investments in equities and fixed interest securities are all traded in quoted public markets. Investment sales and purchases are recognised at the date of the trade at cost (that is their transaction value).

14. Stock

	2023	2022
	£	£
Stocks of merchandise for resale	283	283
	<u>283</u>	<u>283</u>

15. Debtors

	2023	2022
	£	£
Legacies receivable	7,098	18,750
Prepayments	8,543	8,301
VAT	22,343	16,818
Other debtors	5	5
	<u>37,989</u>	<u>43,874</u>

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
NOTES FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31ST MARCH 2023

16. Cash at bank and in hand

	2023	2022
	£	£
Charity petty cash		
Maintenance petty cash	263	205
Events petty cash	1,157	303
Shop cash register	27	27
Bank account trustees	1,095	2,026
Bank account maintenance	7,168	12,290
Bank account charity	7,131	12,662
Main investment account	214,383	185,639
Virgin money account	10,460	10,459
Paypal	5,922	5,344
CAF Bank	120	85,961
	247,726	314,916

17. Creditors: amounts falling due within one year

	2023	2022
	£	£
Taxation & social security	1,656	1,805
Accruals	5,827	5,080
Interest on cash deposits	760	565
	8,243	7,450

18. Movement in Funds

	At 1 April 2022	Income	Expenditure	Losses	At 31 March 2023
	£	£	£	£	£
Unrestricted Funds:					
General Fund	6,831,117	598,557	(545,062)	(354,953)	6,529,659
Total funds	6,831,117	598,557	(545,062)	(354,953)	6,529,659

19. APB Ethical Standard- provisions available for small entities

In common with many other organisations of our size and nature we use our auditors to prepare and submit returns to the tax authorities and assist with the preparation of our financial statements. Charges for these services are: Payroll processing £1,617, Accounts preparation £1,295, Auditing £4,860, other fees £-, Total £7,772.

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
NOTES FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31ST MARCH 2023

20. Reconciliation of net income/(expenditure) to net cash flow from operating activities

	2023 £	2022 £
Net (deficit)/ surplus for the year	(301,458)	441,165
Adjustments for:		
Depreciation charges	99,361	98,366
Loss/(Gains) on investments	354,953	(258,292)
Dividends, interest and income from investments	(219,102)	(92,704)
(Increase) in stocks	-	-
Decrease in debtors	5,885	15,191
Increase in creditors	793	(39,780)
	<u>(59,568)</u>	<u>169,946</u>

21. Analysis of cash and cash equivalents

	2023 £	2022 £
Cash at bank and in hand	247,726	314,916
Cash held in investment portfolio	204,805	221,075
	<u>452,531</u>	<u>535,991</u>

22. Related party transactions

The charity did not have any Related Party Transactions during the year ended 31 March 2023 (2022 – none).

23. Post balance sheet events

Subsequent to the year end the market value of the investments held in note 14 have fallen from £4,697,334 as at 31 March 2023 to £4,692,534 as at 30 June 2023. This is a non-adjusting event and no further adjustment or disclosure is required.

24. Going concern

After due consideration of all relevant factors, including the temporary restrictions imposed as a result of the COVID-19 pandemic, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Accordingly, they continue to adopt the going concern basis in preparing the financial statements.

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
NOTES FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31ST MARCH 2023

Analysis of Statement of Financial Activities for the Year ended 31 March 2023

Income

	2023	2022
	£	£
Donations & legacies		
Donations	113,689	124,497
Gift aid	2,948	3,205
Legacies	140,201	304,357
Subscriptions	13,097	9,424
Collections	2,276	2,170
	272,211	443,653
Grants receivable		
Coronavirus Job Retention Scheme	-	-
Bassetlaw District Council – Local support grants	-	-
Bassetlaw District Council – Restart grants	-	-
	-	-
Charitable activities		
Hairdressing	-	-
Hospice tea/coffee	2,861	500
	2,861	500
Other trading activities		
Shop income	87,313	72,016
Shop COVID 19 insurance claim	-	-
Fundraising events	14,360	9,328
eBay sales	1,786	1,410
Rose garden income	924	1,274
	104,383	84,028
Investment income		
Solar panel income	2,670	2,736
Dividends – equities	109,226	71,411
Interest on cash deposits	7,206	17,927
Redemption	100,000	-
	219,102	92,074
Total Income for the year	598,557	620,255

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
NOTES FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31ST MARCH 2023

Analysis of Statement of Financial Activities for the Year ended 31 March 2023

Expenditure

	2023	2022
	£	£
Cost of fundraising		
Charity shops		
Opening stock	283	283
Purchases	986	670
Closing stock	(283)	(283)
Staff costs	30,813	26,811
Other operating leases	30,178	30,178
Rates & water	1,928	1,099
Insurance	3,153	2,563
Light & heat	3,220	3,427
Shop repairs	7,237	3,425
Professional fees	2,759	1,818
Advertising & marketing	2,737	2,908
Stationery	1,364	160
Till & credit card costs	-	1,670
Sundry costs	306	222
Telephone & broadband	1,506	1,267
	<u>86,187</u>	<u>76,218</u>
 Cost of generating voluntary income		
Staff costs	53,743	46,144
Other operating costs	5,750	5,750
Rates & water	1,285	732
Insurance	3,152	2,563
Light & heat	1,380	1,469
Event costs	4,025	2,913
Advertising	2,737	2,908
Other fundraising costs	-	-
eBay, PayPal, post and packaging	-	-
Professional fees	2,754	2,368
Support costs	-	-
Governance costs	-	-
Charity expenses	594	600
Sundry expenses	213	176
Stationery & office expenses	2,002	1,545
Telephone & broadband	2,322	1,802
Repairs & maintenance	315	173
Bank charges	609	597
	<u>80,881</u>	<u>69,740</u>
 Investment management		
Portfolio management	<u>18,648</u>	<u>16,719</u>
 Total costs of fundraising	<u>185,716</u>	<u>162,677</u>

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
NOTES FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31ST MARCH 2023

Analysis of Statement of Financial Activities for the Year ended 31 March 2023

	2023	2022
	£	£
Charitable activities		
Staff costs	34,367	29,752
Other staff costs	-	-
External services	19,639	3,324
Rates & water	7,084	8,122
Facilities contracts	9,225	4,146
Insurance	3,152	2,563
Light & heat	18,628	24,094
Postage, stationery & telephone	2,255	92
Sundries	4,334	2,604
Repairs & renewals	2,037	2,681
Garden maintenance	979	860
Equipment & supplies	2,486	3,010
Repairs to equipment	8,549	7,412
Travel	3,223	4,625
Non medical NHS costs	138,788	78,328
Depreciation	99,361	98,366
Fixed asset loss on disposal	-	-
Removal costs	-	-
Support costs	2,501	1,818
Governance costs	-	-
Advertising & marketing	2,738	2,908
	<u>359,346</u>	<u>274,705</u>
Total expenditure for the year	<u>545,062</u>	<u>437,382</u>
Net income before losses	53,495	182,873
Gain on fixed asset disposals	-	-
Revaluation of fixed asset investments	(354,953)	258,292
Total costs of charitable activities	<u>(301,458)</u>	<u>441,165</u>

THE HOSPICE OF THE GOOD SHEPHERD

England & Wales - Charity number 701876

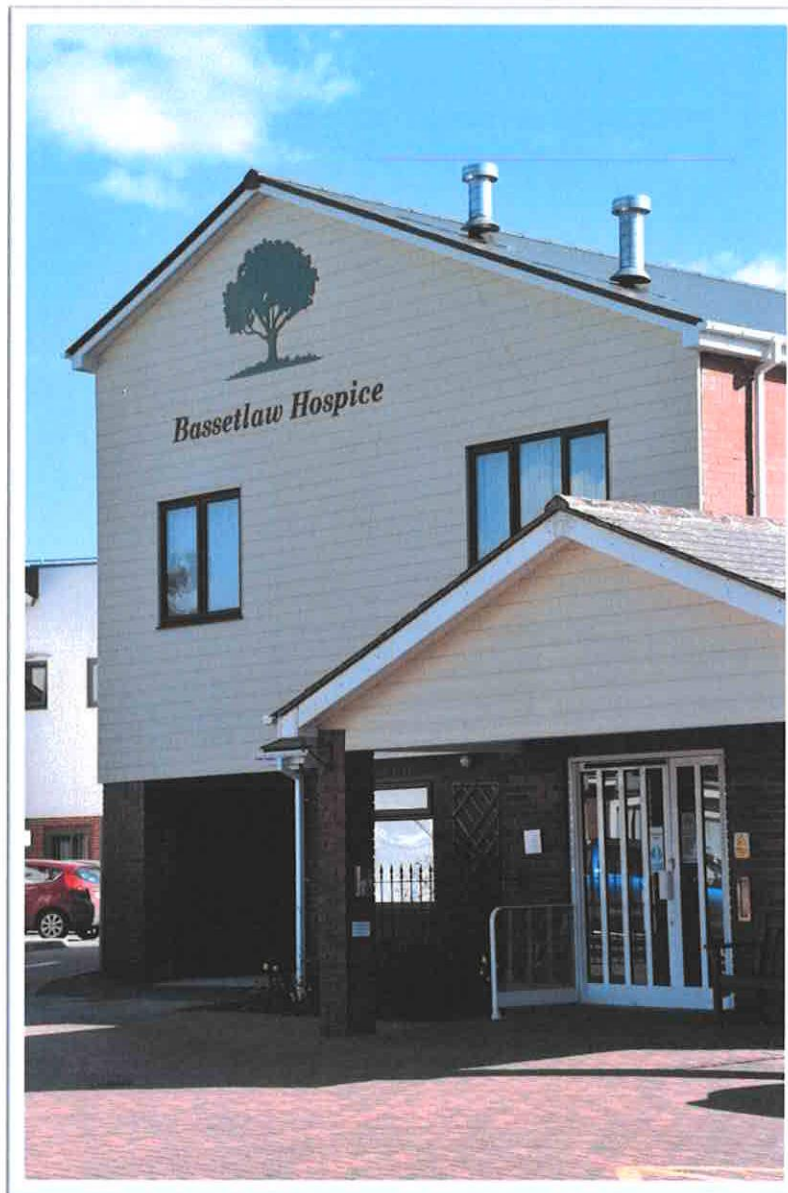
Accounts



Bassetlaw Hospice

Working within the community to provide Hospice Care

TRUSTEE REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2022



Registered Charity Number: 701876

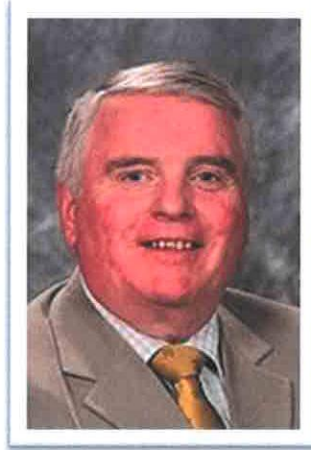
BASSETLAW HOSPICE OF THE GOOD SHEPHERD
REPORT OF THE TRUSTEES
FOR THE YEAR ENDING 31ST MARCH 2022
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BASSETLAW HOSPICE OF THE GOOD SHEPHERD
REPORT OF THE TRUSTEES
FOR THE YEAR ENDING 31ST MARCH 2022
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A MESSAGE FROM THE CHAIRMAN



This year has seen a partial return to normality after the injections against Covid have slowed down the spread and serious symptoms of the pandemic. In line with the NHS we follow all infection control measures. Hopefully we will see an end to these restrictions as the numbers reduce. The year has seen a steady return to normal working and an insight into the full benefits the extended and refurbished hospice can offer the people of Bassetlaw. At a cost in excess of £1.6 million the extension and refurbishment provide up to date facilities and the opportunity to develop a leading edge service that will serve the people of Bassetlaw for many years. Support and wellbeing has started to function again but is still not 100% and the reconfigured service is becoming embedded. Inpatients continue to be cared for as normal thanks to our dedicated team

We are now getting back to normal as far as Fundraising with the shops now open thanks to all the volunteers both those returning and those just joining us. Community events are starting up again. This year saw the retirement of Sue Jackson our Retail Manager after 13 years and we wish her well. Following a successful recruitment exercise we have appointed a new Retail Manager Mallory Ellis. Mallory has settled in and having an impact on the shops.

Bonney Baggaley the Hospice Charity Operations Manager has settled into her role and continues to introduce new initiatives including a new till system in the shops that enables us to claim Gift Aid on donated items. A reinvigorated Friends of Bassetlaw Hospice and a new format for the AGM that encourages attendance.

We continue to work with Notts Healthcare in terms of service improvements and continued hospice developments to provide palliative care services and to meet the needs of the community. We are now entering a new phase with the NHS and Social Care introducing the new End of Life Pathway from July 2022. Bassetlaw CCG will cease and become ICB: Nottinghamshire Integrated Care Board. We are keeping abreast of the developments and how these changes impact on Bassetlaw.

I would as ever like to thank our board of trustees, charity staff, nursing and hospice staff and not forgetting our volunteers for their continued hard work and commitment. We will continue now and, in the future, to strive to provide the highest level of care that has always been at the heart of Bassetlaw Hospice.

M W Quigley MBE – Chairman

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
REPORT OF THE TRUSTEES
FOR THE YEAR ENDING 31ST MARCH 2022
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The Trustees present their annual report together with the financial statements of the charity for the year ended 31st March 2022. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's trust deed, The Charities Act 2011, 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 the Republic of Ireland (FRS 102) (effective 1st January 2019)

Objectives and activities for the public benefit

Objectives

The objectives of the charity are to raise funds to provide hospice care to the residents of Worksop, Retford and the surrounding area which is known as Bassetlaw. Situated in the county of Nottinghamshire and to work with other healthcare providers in the development and provision of palliative care.



Beneficiaries and public benefit

The Charities Act requires Charities to have due regard to public benefit. The Trustees have reviewed the activities undertaken by the Charity which is to provide a benefit to all the people of Bassetlaw who have need of palliative care. Subject to available places the Trustees can confirm that the Charity serves for the public benefit and the Trustees Report continues to evidence how the Charity strives to meet the needs of the people of Bassetlaw.

Charity Commission

The Trustees consider these objectives continue to provide public benefit for the local community by ensuring the availability of this care. They have referred to the Charity Commission's general guidance of public benefit when reviewing the aims and objectives and in planning the Charity's future activities.

Charitable activities

Under Licence, approved by the Charity Commission, the nursing and medical costs of the service are funded directly by Nottinghamshire Healthcare NHS Foundation Trust ("Service Provider"). The charity is responsible for all additional patient services including complimentary therapy, hairdressing, diversional therapy and patient transport. The maintenance, replacement and repair of the building, gardens and fixtures and fittings, the insurance and running costs are all funded by the charity. The charity also funds a number of other services both clinical and non-clinical, to support the hospice and the services we provide.



A review of our achievements and performance

In Patient Unit – IPU

The unit is led by Advanced Nurse Practitioners with an experienced team of qualified nursing and care staff, supported by a Palliative Care Consultant, local GPs, Occupational Therapist and Accredited Counsellor.

The team provide individualised care and support for patients to help manage symptoms for patients with a life limiting illness. There is also care for those at the end of life with calm dignified care and support for relatives and carers during this time.

"Jayne died at Bassetlaw Hospice in Retford where she was cared for in the last weeks of her life. Jayne had battled cancer for eight months, during which she endured numerous traumatic admissions via A&E to local hospitals that just weren't geared up to give her the care she so much needed. At Bassetlaw Hospice Jayne received the most unbelievable care from the amazing team there, and felt safe and cared for in her final weeks."

This year IPU has continued to be faced with many difficult challenges in regard to Covid-19, the impact on restrictions regarding visiting, the additional and strict use of personal protective equipment – PPE and Lateral flow testing. All the staff have worked extremely hard to ensure that the patient and family experience remains positive and memorable especially as non-clinical areas of the hospice started to ease on the restrictions.

As a unit during the pandemic, we have been highly fortunate to have only experienced two outbreaks at Bassetlaw Hospice, this is a testament to the way the staff work and the levels of obedience to rules and regulations both inside and outside of the hospice.

The individual bedrooms have en-suite facilities and direct access to the private and tranquil gardens, having this available aided us greatly with visiting, as access to rooms have been via the private entrances to bedrooms, enabling us to minimise the footfall through the hospice. Each room has air conditioning, a fully adjustable bed, smart TV and telephone.



This year we have started the process of making patient rooms "smart functioning" The trustees approved a brand-new lease line into the hospice which will enable the smart TV's to run Netflix, YouTube and all other available functions. The lease line will also run amazon Alexa's in every bedroom, improving patient independence by allowing patients to play music, listen to stories, tell the time and even turn the lights on. Promoting patient independence is a vital part of a patients journey within the hospice. The Amazon Alexa's were kindly donated by Gibbs& Dandy of Worksop.

The Support and Wellbeing Centre

The Support and Wellbeing team, work with people who are living in our community and are experiencing long term and life limiting conditions. They offer nursing support, occupational therapy, counselling, and complimentary therapy to support the physical, psychological, social, and spiritual wellbeing of the patients. The team compliment and work closely with other healthcare professionals involved in the care of the patient to ensure that the care is proactive and seamless.

The Support and Wellbeing Centre is here to help patients feel better, stay well and to achieve their own personal goals through supporting patients to be as independent as possible, manage symptoms and support the patient to identify and achieve goals despite the challenges they may be facing. The team also provides support to relatives and carers through couples counselling and carer support groups.

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The board continues to work with the service provider to develop new ways to enhance the provision of palliative care in Bassetlaw.

Update from Hospice Team Leader – Adele Barker

Since my update for the previous year annual report, a lot has changed, and I hope I can articulate some of the excellent work that has been done to facilitate these changes. Firstly, it is important to mention that our staff have continued to work tirelessly to cover shifts as not just Bassetlaw Hospice, but the whole of the NHS have struggled with staffing shortages and recruitment. We are pleased to report that we will be welcoming 3 new starters in the coming weeks. This will certainly help to fill gaps in the roster for a period. We will be waving a sad farewell to Jane Sheridan in September as she chooses to retire and spend more time with her family.



We are pleased to see some of the covid 19 restrictions easing but remain cautious as a healthcare provider, especially one delivering care to the most vulnerable of patients. This means that we do still suffer staffing shortages as Notts HC policy, in line with other NHS providers, is that staff still isolate if they are positive for covid 19. PPE is still worn by staff and relatives in patient areas and encouraged with patients where appropriate. Despite the restrictions still in place, we have been able to open our doors to visitors and relatives and ease any visiting restriction. This feels wonderful and makes a big difference to our patients and their experience.

We do lots of staff focused sessions such as huddles, time out days, staff reflections to keep our staff well, motivated and listened to, to ultimately improve patient care and experience because one cannot pour from an empty cup.

We continue to work closely and collaboratively with Charity Operations Manager – Bonney, towards our common goals at the Hospice.

Day Hospice -Support and Wellbeing Centre (SWC) has had many changes and is heading in the right direction with many more exciting projects still to come. We are now providing complimentary therapy, lymphedema support and spiritual care to name but a few. I am pleased to share that since taking the reins of SWC, although it still has a long way to go, the activity is much improved. We are monitoring our activity levels locally for accuracy. The next sessions we are working on is the parent and child groups and a monthly memory/legacy group, this group will be teamed up with some pre-bereavement support. We look forward to seeing the benefits these groups will bring to our community.

Other ongoing projects include the prospect of a “zen hut” to provide some sensory space to help with relaxation and diversional therapy. Whilst awaiting progress on this project, the Charity kindly provided a starlight projector following some research about the benefits for agitation. We have used this light on a couple of patients who have both provided excellent verbal feedback. One of the patients’ relatives was so impressed with the effects that they would like to donate more star light projectors for other patients to be able to reap the benefits.

A patient bedside brochure is almost ready to launch – this brochure outlines the facilities we have at Bassetlaw Hospice, what the patients can expect during their stay and what will happen on discharge/ support within the community/ bereavement support etc.

I can’t not mention our kitchen staff who continue to deliver an excellent menu choice. They were commended following our quality standards inspection for the attentive, responsive way of working. Nothing is too much trouble, and the patients are always at the centre.

Our domestic team work incredibly hard to keep our hospice spotless. During our unannounced infection control inspection, the inspector reported back to the associate director of nursing that she would “eat off of the floor” in our hospice and that it was “spotless as always”.

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
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We await our CQC report but on initial report had only 2 points that needed clarification and those points were dealt with on the day and we therefore expect a good report and look forward to a score for our speciality rather than a whole trust score. I submitted a presentation for our CQC "well led inspection", of our developments and great work in Bassetlaw – I have been asked to present this to the Urgent Care and Therapy (UCAT) team meeting in July so that the wider team can better understand our service and appreciate the hard work going into this service from all involved from nurses, HCSW, domestics, kitchen staff and the charity team. It takes us all to run this service and I want to effectively showcase that. Our staff are engaging in extra learning to better themselves for the service and have registered interest in further educating themselves this year should funding be agreed for the courses. I hope to keep developing this service and have even more to report on the next time I am asked to provide an update.

Our place in the community

Now in our 28th year our objectives as a charity remains the same, to raise funds for the provision of hospice care for the people of Bassetlaw. We continue to work closely with local healthcare providers including MacMillan, GP Surgeries, Hospitals and Care Homes in the development of a palliative care service to meet the needs of the patients and their loved ones at what is always a very difficult time in their lives.

Building for the future

December 2021, we undertook the kitchen refurbishment after a lot of discussion and planning with the catering team and Clinical Team Leader. Transforming the kitchen into a fully commercial workspace for our catering team. The kitchen was closed for two weeks from start to finish, however this did not affect the service that the catering team delivered to our patients. Caroline, our Head Chef here at the hospice, organised the catering team and moved everything portable into the hospice staff room, it was from here where they continued to serve patients. It was a squeeze but the organisation and enthusiasm from the team was unbelievable. We managed to reopen the kitchen in time for the busy period of Christmas and the team were delighted with the results. Caroline, Head Chef said "We are overwhelmed by the kitchen refurbishment and are so grateful, this was desperately needed and now the flow of the kitchen means we can be much more productive instead of tripping over each other, thank you"



After the successful refurbishment of the kitchen, the decision was made to progress with the refurbishment of the Retford Shop in January 2022.

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In line with the shop refurbishment the decision was made to invest in the upgrade of the tiling systems, enabling the charity to accept Gift Aid on donations across both our Worksop and Retford shops. This project presented us with more challenges than expected but the outcome was worth the hard work and dedication from all the volunteers and staff. From start to finish, the Retford shop was closed for 3 weeks whilst the painting, carpets and new window lights were completed. In the meantime, the installation of the broadband and tiling systems was also completed. The Appeals Office that is located above the Retford shop has benefited from a new phone system and broadband.

The process didn't stop there, during this time the training of volunteers and staff began. This was a massive change within the shops and everyone had to learn how to operate the new tills and process Gift Aid, plus all the behind the scene work to make this possible.

We would like to take this opportunity to thank all our shop volunteers and staff for all their hard work and for supporting the changes made, this would not have been possible without their support and we are looking forward to seeing the difference that Gift Aid makes to the charity income.

The website supports the shops new Gift Aid process by enabling access to the sign-up forms and donation labels.



This year we have been able to continue the development of the charity's website. we are very pleased with the outcome and the feedback that we have received. The site is attractive, user friendly and interactive, allowing users to navigate between pages. The website hosts online forms, allowing users to sign up as volunteers, join as Friends of the Hospice and get involved in fundraising. This year we have introduced a Support and Wellbeing online referral page which allows patients and families to refer into the service directly. This is to make access to the hospice even easier for the community of Bassetlaw.

Volunteers

We are incredibly fortunate to have a wonderful team of volunteers whose commitment and hard work is invaluable to the charity, volunteers enhance the services that the charity provides and this year during lockdown we have been able to review the roles of our volunteers.

There are a variety of roles at the hospice these include:

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
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Support and Wellbeing Centre

Befriending patients
Serving drinks and meals
Assisting with arts, crafts and therapies
Leading on interactive activities

Kitchen

Assisting the catering team
Serving meals
General kitchen duties



Drivers

Drivers collect and return home patients attending Support and Wellbeing Center
Volunteers must have a four door car with full comprehensive insurance
A mileage allowance is paid.

Meet and Greet - Face of the Hospice

Volunteers welcome and assist patients and visitors to the Hospice.
Show patients to the Support and Wellbeing Centre
Show visitors to the IPU
Support our Ward Clerk and Charity Operations Manager

Digital Marketing

Support the development of our social media platforms
Blog writing
Website improvements
Increase brand awareness
promotion of virtual fundraising
Newsletter development

Gardening

Volunteers assist the gardening team with weeding, planting, and general garden maintenance.

Retail Opportunities

Receiving, sorting and preparing stock for sale
Displaying and selling donated stock
Serving customers
Serving in the Hospice Tea Bar located in Retford Hospital



BASSETLAW HOSPICE OF THE GOOD SHEPHERD
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Fundraising Opportunities

- Selling raffle tickets
- Baking cakes to sell at fundraising events
- Helping with supermarket collections or bag packing
- Staffing a stall at an event
- Serving refreshments
- Assisting at our organised events

Our events in the community, which are often at weekends or in the evenings have previously proven popular with people who are employed but want to give something back to the community. Many of our volunteers provides crafts, bake cakes and support the charity with donations and contributions: they are all part of the hospice team and as a board we thank them immensely. The time given by volunteers, if calculated in terms of salary, would amount to thousands of pounds and without their help and support it would not be possible to maintain the high standards of care or generate the income required.

As a charity we are continuing to run recruitment drives for volunteers and we are impressed with the outcome so far.

Fundraising

The local community have always been ready to support not only the events that our team organise but also to arrange their own unique ways to raise funds for the hospice and this year is no exception to that.

Debbie, our Community Fundraiser is always on hand to help provide support and guidance to individuals, businesses, clubs and organisations who generously use their own contacts to raise funds for the charity.

The Fundraising subcommittee, consisting of trustees, staff, nursing staff and members of the public who meet at least 4 times a year to plan, develop and review in-house and community fundraising events. The charity's aim is not only to provide income but to engage with our supporters and ensure the profile of the hospice continues to remain as an active and important element within Bassetlaw and the community it serves.

The highlights this year include: Our first Afternoon Tea Party, which took place in the museum gardens with 65 attendees, Tie a yellow ribbon event at Barnby Moor, Virtual London Marathon, Ladies Lunch, Easter Fayre, Christmas Fayre and our Christmas star event, which was linked with the grief awareness week. We were able to make the hospice glow in orange as part of the national effort to raise awareness. Some of these events would normally take place at the hospice; however we have continued to use external venues due to the restrictions remaining in place at the hospice.



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Retail

This year the shops have undergone a lot of change and we are looking forward to reviewing the Gift Aid impact on the charity income. As a policy we only sell items donated by the local community. The volunteers have embraced the opportunity to be open and we are always grateful for the quality donations that we receive and would like to take this opportunity to say thank you to our hard working volunteers and to the community for their ongoing support.

The Tea Bar at Retford Hospital has become a vaccination centre and remains closed until further notice, the charity continues to work closely with the hospital and are looking forward to reopening the Tea Bar this coming year.

Financial Summary

The charity is able to report a surplus for the year of £182,873 before investment gains/(losses). This compares to a surplus in the previous year of £138,390. The surplus is after taking into account legacies and donations of £443,653 compared to £393,515 for the previous year. Legacies are a very important source of income for the charity and the trustees are forever grateful to those families that leave a bequest at, what can often be, a very difficult time for all concerned.

The total value of available unrestricted funds, including investments, at the end of the financial year is £6,831,117 compared to £6,389,952 at the previous financial year end. The cash position, included in total funds, is £314,916 (2021 £885,587).

The charity continues to delegate the management of its investment portfolio to professional independent fund managers Rathbones, who manage the charity's investment portfolio within predetermined parameters of asset class and risk. Financial markets are not immune from the effects of global events and recent years have seen significant movement in fund values and returns, firstly as a result of the Covid pandemic and more recently due to the ongoing conflict in Ukraine.

The target return for the portfolio is CPI +3% which is 10.0%. The actual portfolio net return for the period was 8.0%. The FTSE 100 return for the same period was 15.64%. The ARC Charity Steady Growth total return was 10.22%. The Trustees are aware of the reasons behind the slight underperformance of the fund compared to benchmark indices and are very happy with the investment strategy of Rathbones.

Income from the charity's trading activities has seen a 250% increase over the previous year as the charity was able to open its shops and recommence some of its fund raising activities. It is anticipated that the current financial year will see a further increase in activity and hence trading income. As ever our principal funding source remains the people of Bassetlaw whose generosity allows us to continue to develop and deliver a high level of service.

As the charity activity levels increase post Covid and the Hospice itself is able to see more patients both within its Inpatient Unit and Support and Wellbeing Centre, operating costs will rise. The year under review has seen a 4.3% rise in total charity operating costs. The charity operates a strong system of budgetary control with set authority levels and as a result all costs strictly controlled.

Events after the end of the reporting period

The new financial year has heralded the slow return to normal operations for the charity following the Covid pandemic.

The discussions between NHS Bassetlaw Clinical Commissioning Group, Doncaster and Bassetlaw Teaching Hospitals and Nottinghamshire Healthcare NHS Foundation Trust ("NHT") regarding the

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
REPORT OF THE TRUSTEES
FOR THE YEAR ENDING 31ST MARCH 2022
REGISTERED CHARITY NUMBER 701876

provision of medical staff to the hospice came to nothing and the contract for the supply of staff remains with NHT. However, the NHS Bassetlaw CCG has now been amalgamated within the Nottinghamshire Integrated Care Board ("ICB") which also includes Mid Notts, Nottingham City and South Notts. The Trustees have been advised that the new ICB is undertaking a detailed review of Palliative Care and End of Life Pathway within the county. The Trustees have been assured that they will be involved in discussions as the new model evolves. At this stage it is difficult to determine the impact such a review will have on the Hospice service in Bassetlaw.

Going concern

The Trustees have considered the financial position of the charity and in consideration of the information available to them are satisfied that the charity is a going concern for the foreseeable future and in any case for at least 12 months from the date of this report.

Investment policy

The trustees have placed voluntary restrictions on the investments which can, with the agreement of the board be changed at any time.

Considering the current economic climate, the board are satisfied with the current performance of the portfolio. The board receives an annual presentation from Rathbones to discuss the strategy and consider the external factors affecting the performance of the portfolio.

Reserves policy

The reserves policy is reviewed annually, and it is the policy of the charity to:

- Strike a balance between financial prudence and investment in facilitating quality services
- Maintain unrestricted funds which are available for general use and equate to approximately two years hospice operating expenditure
- Hold sufficient reserves to cover the work impact of a negative event. This is currently set at £1.0m
- To hold appropriate designated reserves for strategic and capital projects as determined on an annual basis
- Where required hold restricted funds in accordance with specific restrictions either by the wishes of the donor or by the donor or by the nature of the appeal.
- To hold, at all times, liquid assets to provide operational working capital and to ensure cash balances never fall below £250,000

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
REPORT OF THE TRUSTEES
FOR THE YEAR ENDING 31ST MARCH 2022
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They actively review the major risks which are classified as constitutional, financial, operational and external which the charity faces on a regular basis and which may impact on the service the charity aims to provide.

Constitutional - The trustees believe that procedures are in place to cover any risk which may arise regarding constitutional or governance matters.

Financial - The trustees consider the variability of returns and the fluctuations of valuation on the investment portfolio to constitute a financial risk and recent volatility in world stock markets has demonstrated that risk. The trustees consider the portfolio to be a long term investment and the income is not a large portion of total income. The trustees consider that the charity could continue with no investment income from this portfolio therefore the risk is acceptable.

The trustees consider that the reserves of the charity are sufficient to cover approximately one years operating costs. This does not include the stock market investments, which are excluded as they are prone to fluctuation as stated above.

Operational - The trustees recognise the responsibility the charity has to ensure the building, fixtures, fittings, and maintenance ancillary services provided are to a high standard compatible with those required by the Bassetlaw Health Partnership.

The trustees will ensure the ongoing development of clear operating procedures for the running of the charity in order to mitigate any significant risks.

External - All fundraising activities are insured by external parties, who require full risk assessments specific to each activity or event.

A formal review of all other risks is ongoing to ensure the charity can take action to minimise such risks.

Structure, Governance & Management

Governing document

The charity is constituted under a trust deed dated 28th July 1989 which, with the approval of the Charity Commission, was superseded by a scheme dated 30th June 2004 and is an unincorporated company. The area to benefit under the deed is the district surrounding Retford and Worksop, known as Bassetlaw. The Fund created under the deed is for all donations, subscriptions and bequests which are to be used to provide premises, fixtures, fittings and equipment to maintain a hospice for the benefit and treatment of pain and suffering amongst the terminally ill residents of the area, catering for both their physical and spiritual welfare.

Copies of the deed are available from Bassetlaw Hospice, Cedar House, North Road, Retford, DN22 7XF.

Recruitment and training of new trustees

The trustees are elected to serve for two years on the Executive Committee, which meets every two months. Every year half the trustees are nominated for re-election.

Induction and training of new trustees

The charity follows the Charity Commission's recommendations with regard to trustees induction. All new trustees are provided with a Help the Hospices Trustee Induction Pack along with a copy of the most recent full accounts and the Charity Commissions publication CC3 The Essential Trustee - What you need to know, what you need to do and given details where Charity Commission literature can be found. New trustees are encouraged to spend time at the hospice working with staff and volunteers to fully understand the nature of the care provided.

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
REPORT OF THE TRUSTEES
FOR THE YEAR ENDING 31ST MARCH 2022
REGISTERED CHARITY NUMBER 701876

Organisational structure

The hospice is situated in Retford. The charity also maintains a shop and fundraising office (known as the Appeal Office) at 4 Jubilee Courtyard, Retford and a shop at Worksop.

The day-to-day running of the charity and fund-raising activities are managed by a salaried Charity Operations Manager. Six part time paid members of staff are employed in fundraising, administration, maintenance and gardening.

Key management personnel remuneration

The trustees consider the board of trustees and the Charity Operations Manager as comprising the key management personnel of the charity in charge of directing and controlling the charity and running and operating the charity on a day to day basis. All trustees give of their time freely and no trustee remuneration or trustee expenses were paid in the year.

Trustees are required to disclose all relevant interests and register them with the Charity Operations Manager and in accordance with policy withdraw from decisions where a conflict of interest arises.

The pay of the Charity Operations Manager is reviewed by the trustees on a regular basis. In view of the size and nature of the charity the trustees set the level of pay for the Charity Operations Manager with reference to similar positions within the health service and other local charities of a similar size

Reference and administrative details:

Registered Charity number:	701876
Principal address:	Cedar House, North Road, Retford, DN22 7XF
Auditors:	Hawson's 5 Sidings Court, White Rose Way, Doncaster, DN4 5NU
Solicitors:	Gareth Day Jones and Company, Cannon Square, Retford, DN22 6PB
Bankers:	Lloyds Bank, High Street, Lincoln, LN5 7AP CAF Bank Limited, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent, ME19 4JQ Virgin Money, Jubilee House, Gosforth, Newcastle upon Tyne, NE3 4PL
Investment managers:	Rathbone Investment Management Port of Liverpool Building, Pier Head, Liverpool, L3 1NW

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
REPORT OF THE TRUSTEES
FOR THE YEAR ENDING 31ST MARCH 2022
REGISTERED CHARITY NUMBER 701876

Trustees:	Position:
M W Quigley MBE	Chairman
D T Cashmore	Vice Chairman
R Ashmore	Treasurer
M Childs	Secretary
R Robinson	
B Spencer	
V Wanless	
J Gray	
A Tromans	
D Bastow	

Charity Operations Manager: B Baggaley

The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the charity trustees to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charity and of the incoming resources and application of resources, of the charity for that period. In preparing the financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to assume that the company will continue on that basis.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy, at any time, the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Account and Reports) Regulations and the provisions of the Trust Deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from the legislation in other jurisdictions.

Approved by the trustees on 31-8-2022

and signed on its behalf by:



M W Quigley MBE - Trustee

Independent Auditor's Report to the Members of Bassetlaw Hospice of the Good Shepherd

Opinion

We have audited the financial statements of Bassetlaw Hospice of the Good Shepherd (the 'charity') for the year ended 31 March 2022, which comprise the Statement of Comprehensive Income, the Balance Sheet, the Statement of Changes in Equity, the Statement of Cash Flows, and the notes to the financial statements, including 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 charity's affairs as at 31 March 2022 and of incoming resources and application of resources, for the year than 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 Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity 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 charity's 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 charity'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 charity trustees with respect to going concern are described in the relevant sections of this report.

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.

Independent Auditor's Report to the Members of Bassetlaw Hospice of the Good Shepherd (continued)

Opinion on other matter prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Strategic Report and Trustees Report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Strategic Report and Trustees Report have been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the Strategic Report and the Trustees Report.

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

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the Statement of Trustees Responsibilities set out on page 4, the trustees 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 charity'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 charity or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

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 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:

The charity is subject to laws and regulations that directly and indirectly affect the financial statements. Based on our understanding of the company and the environment it operates within, we determined that the laws and regulations which were most significant included FRS 102, Charities Act 2011 and Health and Safety regulations. We considered the extent to which non-compliance with these laws and regulations might have a material effect on the financial statements, including how fraud might occur. We evaluated management's incentives and opportunities for fraudulent manipulation of the financial statements (including the risk of override of controls), and determined that the principal risks were related to the posting

Independent Auditor's Report to the Members of Bassetlaw Hospice of the Good Shepherd (continued)

of inappropriate journal entries to improve the charity's result for the period, and management bias in key accounting estimates.

Audit procedures performed by the engagement team included:

- Discussions with management and those responsible for legal compliance procedures within the charity to obtain an understanding of the legal and regulatory framework applicable to the charity and how the charity complies with that framework, including consideration of known or suspected instances of non-compliance with laws and regulations and fraud;
- Reviewing minutes of trustee meetings;
- Identifying and assessing the design effectiveness of controls that management has in place to prevent and detect fraud and non-compliance with laws and regulations;
- Challenging assumptions and judgements made by management in their significant accounting estimates, in relation to the valuation of stock.
- Identifying and testing journal entries, in particular any journal entries posted with unusual account combinations or posted by senior management.

There are inherent limitations in the audit procedures described above and the more removed non-compliance with laws and regulations is from the events and transactions reflected in the financial statements, the less likely we are to become aware of it. Also, the risk of not detecting a material misstatement due to fraud is higher than the risk of not detecting one resulting from error, as fraud may involve deliberate concealment by, for example, forgery or intentional misrepresentations, or through collusion.

A further description of our responsibilities is available on the Financial Reporting Council's website at: www.frc.org.uk. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charity'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 charity'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 charity and the charity's members as a body, for our audit work, for this report, or for the opinions we have formed.



Paul Wormald (Senior Statutory Auditor)
For and on behalf of Hawsons Chartered Accountants, Statutory Auditor

5 Sidings Court
White Rose Way
Doncaster
South Yorkshire
DN4 5NU

Date:..... 31 AUGUST 2022

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDING 31ST MARCH 2022

	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
Incoming resources from charitable activities:					
Donations and legacies	2	443,653	-	443,653	393,515
Grants receivable	3	-	-	-	48,664
Charitable activities	4	500	-	500	10
Other trading activities	5	84,028	-	84,028	33,600
Investment income	6	92,074	-	92,074	81,204
		<hr/>	<hr/>	<hr/>	<hr/>
Total income		620,255	-	620,255	556,993
		<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
Expenditure					
Cost of raising funds					
Charity shops	7(i)	76,218	-	76,218	49,897
Costs of generating voluntary income	7(ii)	69,740	-	69,740	65,592
Investment management	7(iii)	16,719	-	16,719	14,614
		<hr/>	<hr/>	<hr/>	<hr/>
		162,677	-	162,677	130,103
Charitable activities	8	274,705	-	274,705	288,500
		<hr/>	<hr/>	<hr/>	<hr/>
Total expenditure		437,382	-	437,382	418,603
		<hr/>	<hr/>	<hr/>	<hr/>
Net income before gains on investments		182,873	-	182,873	138,390
Net gain on investment assets		258,292	-	258,292	575,215
Net movement in funds		441,165	-	441,165	713,605
		<hr/>	<hr/>	<hr/>	<hr/>
Total funds brought forward		6,389,952	-	6,389,952	5,676,347
		<hr/>	<hr/>	<hr/>	<hr/>
Total funds carried forward		6,831,117	-	6,831,117	6,389,952
		<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

The statement of financial activities includes all gains and losses recognised in the year. All incoming resources and reserves expended derive from continuing activities. The notes on pages 20 to 30 form part of these financial statements.

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
STATEMENT OF FINANCIAL POSITION
AS AT 31ST MARCH 2022

			2022	2021
Notes	£	£	£	£
Fixed Assets				
Tangible assets	13		1,624,990	1,683,301
Investments	14		4,854,504	3,839,328
 Current Assets				
Stocks	15	283	283	
Debtors	16	43,874	28,683	
Cash at bank and in hand	17	314,916	885,587	
		<hr/>	<hr/>	
Current Assets		359,073	914,533	
Creditors: amounts falling due within one year	18	(7,450)	(47,230)	
		<hr/>	<hr/>	
Net Current Assets			351,623	867,323
			<hr/>	<hr/>
Net Assets			6,831,117	6,389,952
			<hr/>	<hr/>
Funds				
Unrestricted funds			6,831,117	6,389,952
			<hr/>	<hr/>
Total charity funds			6,831,117	6,389,952
			<hr/> <hr/>	<hr/> <hr/>

The financial statements were approved and authorised for issue by the Trustees and were signed on its behalf on 31-8-2022


 Trustee

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
STATEMENT OF CASHFLOWS
FOR THE YEAR ENDING 31ST MARCH 2022

	Notes	2022 £	2021 £
Cash flow from operating activities			
Net cash provided by operating activities	21	169,946	390,918
Cash flows from investing activities:			
Dividends, interest and income from investments		92,074	81,204
Purchase of property, plant and equipment		(40,055)	(56,769)
Proceeds from sale of investments		344,618	655,317
Purchase of investments		(1,000,060)	(811,636)
Net cash (used in) investing activities		(603,423)	(131,884)
Change in cash and cash equivalents in the year		(433,477)	259,034
Cash and cash equivalents at the beginning of the year		969,468	710,434
Cash and cash equivalents at the end of the year	22	535,991	969,468

1.

i. GENERAL INFORMATION

The charity is an unincorporated organisation. The registered address is Cedar House, North Road, Retford, DN22 7XF.

ii. STATEMENT OF COMPLIANCE

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 2019) - (Charities SORP (FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

iii. ACCOUNTING POLICIES

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the financial statements are as follows:

a. Basis of preparation

Bassetlaw Hospice of the Good Shepherd meets the definition of a public benefit entity under FRS 102.

The assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

The financial statements are prepared in sterling, which is the functional currency of the charity.

b. Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

c. Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances. The nature of estimation means that the outcomes could differ from those estimates.

The most significant area of estimation uncertainty for the charity is in relation to the useful economic life of the fixed assets.

d. Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Designated funds are unrestricted funds earmarked by the board of trustees for particular purposes.

Restricted funds are subject to restrictions on their expenditure imposed by the donor or through the terms of an appeal. Currently the charity does not have any restricted funds.

e. Incoming resources

All incoming resources are included in the Statement of Financial Activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.
- Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.
- Investment income is included when receivable.
- Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

f. Resources expended

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

- Costs of generating funds comprise the costs associated with attracting voluntary income.
- 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.
- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the professional fees and costs linked to the strategic management of the charity.
- All costs are allocated between the expenditure categories of the SoFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis e.g. floor areas, per capita or estimated usage.

g. Tangible fixed assets

Tangible fixed assets are stated at cost less depreciation.

Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Building	4% straight line basis
Medical equipment	25% reducing balance basis
Hospice furniture fixtures & fittings	25% reducing balance basis
Office & shop equipment & fittings	25% reducing balance basis

h. Fixed asset investments

Investments are initially recognised at their transaction value and subsequently measured at their market values at the Statement of Financial Position date using the closing quoted market price. The statement of financial activities includes the net gains and losses arising on revaluation and disposals throughout the year.

i. Realised gains and losses

All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year.

Unrealised gains and losses are calculated as the difference between the fair value at the year end and their carrying value. Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities.

j. Pensions

The charity operated a defined contribution pension scheme and the pension charge represents the amounts payable by the charity to the fund during the year.

k. Hire purchase and leasing commitments

Rentals payable under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

l. Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

m. Government grants

Government grants are recognised at the fair value of the asset received or receivable. Grants are not recognised until there is reasonable assurance that the company will comply with the conditions attaching to them and the grants will be received. Government grants are recognised using the performance model.

Under the performance model, where the grant does not impose specified future performance-related conditions on the recipient, it is recognised in income when the grant proceeds are received or receivable. Where the grant does impose specified future performance-related conditions on the recipient, it is recognised in income only when the performance-related conditions have been met. Where grants received are prior to satisfying the revenue recognition criteria, they are recognised as a liability.

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
 NOTES FORMING PART OF THE FINANCIAL STATEMENTS
 FOR THE YEAR ENDING 31ST MARCH 2022

2. Donations & legacies

	2022	2021
	£	£
Donations	124,497	119,392
Gift aid	3,205	4,865
Legacies	304,357	262,612
Subscriptions	9,424	5,356
Collections	2,170	1,290
	443,653	393,515
	443,653	393,515

All of the legacies received included above are unrestricted.

3. Grants

	2022	2021
	£	£
Coronavirus Job retention scheme	-	17,660
Bassetlaw District Council – Local Business Support Grants	-	20,000
Prepayments and accrued income	-	11,004
	-	48,664
	-	48,664

4. Charitable activities

	2022	2021
	£	£
Hairdressing	-	-
Hospice tea/coffee	500	10
	500	10
	500	10

5. Other trading activities

	2022	2021
	£	£
Shop Income	72,016	15,450
Shop COVID 19 Insurance claim	-	12,000
Fundraising events	9,328	3,471
eBay sales	1,410	1,048
Rose garden income	1,274	1,631
	84,028	33,600
	84,028	33,600

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
NOTES FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31ST MARCH 2022

6. Investment Income

	2022	2021
	£	£
Solar Panel Income	2,736	2,709
Dividends - equities	71,411	78,440
Interest on cash deposits	17,927	55
	92,074	81,204

7. Cost of raising funds

	2022	2021
	£	£
i. Charity Shops		
Opening stock	208	204
Purchases	670	662
Closing stock	(208)	(284)
Staff costs	26,811	13,860
Other operating leases	30,178	30,295
Rates and water	1,099	800
Insurance	2,563	1,608
Light and heat	3,427	1,114
Professional fees	1,818	1,638
Shop repairs	3,425	-
Advertising & marketing	2,908	-
Stationery	160	-
Till & credit card costs	1,670	-
Sundry costs	222	-
Telephone & broadband	1,267	-
	76,218	49,897

ii. Costs of generating voluntary income

Staff costs	46,144	16,243
Other operating leases	5,750	1,437
Rates and water	732	71
Insurance	2,563	1,339
Light and heat	1,469	495
Event costs	2,913	273
Advertising	2,908	480
Other fundraising costs	-	238
eBay, PayPal, post and packing	-	8
Professional fees	2,368	640
Support costs	-	38,685
Governance costs	-	5,683
Charity expenses	600	-
Sundry expenses	176	-
Stationery & office expenses	1,545	-
Telephone & broadband	1,802	-
Repairs & maintenance	173	-
Bank charges	597	-
	69,740	65,592

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
NOTES FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31ST MARCH 2022

iii. Investment management

Portfolio management	16,719	14,614
	<hr/>	<hr/>
	16,719	14,614
	<hr/> <hr/>	<hr/> <hr/>

8. Charitable activities costs

Staff costs	29,752	35,101
Other staff costs	-	680
External services	3,324	6,943
Rates & water	8,122	3,744
Facilities contracts	4,146	3,257
Insurance	2,563	2,144
Light & heat	24,094	11,928
Postage, stationery & telephone	92	349
Sundries	2,604	1,626
Repairs & renewals	2,681	816
Garden maintenance	860	237
Equipment & supplies	3,010	57,125
Repairs to equipment	7,412	6,060
Travel	4,625	269
Non-medical NHS costs	78,328	77,175
Depreciation	98,366	111,050
Support costs	1,818	17,997
Governance costs	-	2,609
Advertising & marketing	2,908	-
	<hr/>	<hr/>
	274,705	288,500
	<hr/> <hr/>	<hr/> <hr/>

9. Staff costs

	2022	2021
	£	£
External services	3,324	6,963
Salaries and wages	92,498	102,792
Social security costs	6,593	3,510
Staff pensions	3,459	3,874
	<hr/>	<hr/>
	105,874	117,139
	<hr/> <hr/>	<hr/> <hr/>

The average number of employees analysed by function was:

	2022	2021
Direct charitable	3	3
Cost of raising funds	3	3
	<hr/>	<hr/>
	6	6
	<hr/> <hr/>	<hr/> <hr/>

No employee earned remuneration of more than £60,000 (2021 60,000).

10. Trustee Remuneration & Related Party Transactions

No trustee or related party received any remuneration either the current year or previous period.

No trustee or other related person to the charity entered into by the charity during the year. No personal interest in any contract or transaction

11. Net income

Net income for the year is stated after charging;

	2022	2021
	£	£
Depreciation	98,366	111,566
Auditors remuneration – audit services	3,750	1,780
- for accountancy services	956	1,020
-for other fees	-	150
Payroll management services	1,298	1,298
Operating lease rentals	35,928	36,045

12. Taxation

As a charity, Bassetlaw Hospice of the Good Shepherd is exempt from tax on income and gains falling within Section 505 of the Taxes Act 1998 or Section 256 of the Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
NOTES FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31ST MARCH 2022

13. Fixed assets

	Building	Medical equipment	Hospice fixtures & fittings	Office & shop equipment	Total
	£	£	£	£	£
COST					
As at 1 April 2021	2,312,209	115,947	110,424	19,435	2,558,015
Additions	-	-	36,529	3,526	40,055
Disposals	-	-	-	-	-
At 31 March 2022	2,312,209	115,947	146,953	22,961	2,598,070
DEPRECIATION					
As at 1 April 2021	696,873	80,592	80,559	16,690	874,714
Charge for the year	76,737	8,839	11,928	862	98,366
On disposals	-	-	-	-	-
At 31 March 2022	773,610	89,431	92,487	17,552	973,080
NET BOOK VALUE					
At 31 March 2022	1,538,599	26,516	54,466	5,409	1,624,990
At 31 March 2021	1,615,336	35,355	29,865	2,745	1,683,301

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
NOTES FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31ST MARCH 2022

14. Fixed asset Investments

Movement in fixed asset investments

	2022	2021
	£	£
Market value brought forward 1 April 2021	3,755,447	3,023,913
Additions to investments at cost	1,000,060	811,636
Disposals at carry values	(380,370)	(639,441)
Net gain on revaluation	258,292	559,339
	4,633,429	3,755,447
Market value carried forward at 31 March 2021		
Cash deposits held within the investment portfolio	221,075	83,881
	4,854,504	3,839,328

Investments at market value
Comprised:

Equities	4,633,429	3,755,447
Fixed Interest	-	-
Cash deposits held within the investment portfolio	221,075	83,881
	4,854,504	3,839,328

All investments are carried at their market value. Investments in equities and fixed interest securities are all traded in quoted public markets. Investment sales and purchases are recognised at the date of the trade at cost (that is their transaction value).

15. Stock

	2022	2021
	£	£
Stocks of merchandise for resale	283	283
	283	283

16. Creditors: amounts falling due within one year

	2022	2021
	£	£
Trade debtors	18,750	-
Prepayments	8,301	8,490
Accrued income	-	5,585
VAT	16,818	14,603
Other debtors	5	5
	43,874	28,683

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
NOTES FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31ST MARCH 2022

17. Cash at bank and in hand

	2022	2021
	£	£
Charity petty cash		
Maintenance petty cash	205	40
Events petty cash	303	363
Shop cash register	27	27
Bank account trustees	2,026	1,001
Bank account maintenance	12,290	17,639
Bank account charity	12,662	15,749
Main investment account	185,639	827,049
Virgin money account	10,459	10,459
Paypal	5,344	1,816
CAF Bank	85,961	11,424
	314,916	885,587

18. Creditors: amounts falling due within one year

	2022	2021
	£	£
Trade creditors	-	39,918
Taxation & social security	1,805	1,589
Accruals	5,080	5,158
Interest on cash deposits	565	565
	7,450	47,230

19. Movement in Funds

	At	Income	Expenditure	Gains	At
	1 April				31 March
	2021				2022
	£	£	£	£	£
Unrestricted Funds:					
General Fund	6,389,952	620,255	(450,388)	271,298	6,831,117
Total funds	6,389,952	620,255	(450,388)	271,298	6,831,117

20. APB Ethical Standard- provisions Available for small entities

In common with many other organisations of our size and nature we use our auditors to prepare and submit returns to the tax authorities and assist with the preparation of our financial statements. Charges for these services are: Payroll processing £1,298, Accounts preparation £956, Auditing £3,750, other fees £-, Total £6,004.

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
NOTES FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31ST MARCH 2022

21. Reconciliation of net income/(expenditure) to net cash flow from operating activities

	2022	2021
	£	£
Net Income for the year	441,165	713,605
Adjustments for:		
Depreciation charges	98,366	111,566
(Gains) on investments	(258,292)	(575,215)
Dividends, interest and income from investments	(92,704)	(81,204)
(Increase) in stocks	-	(79)
Increase in debtors	15,191	222,503
(Decrease) in creditors	(39,780)	(258)
	<hr/>	<hr/>
	169,946	390,918
	<hr/> <hr/>	<hr/> <hr/>

22. Analysis of cash and cash equivalents

	2022	2021
	£	£
Cash at bank and in hand	314,916	885,587
Cash held in investment portfolio	221,075	83,881
	<hr/>	<hr/>
	535,991	969,468
	<hr/> <hr/>	<hr/> <hr/>

23. Related party transactions

The charity did not have any Related Party Transactions during the year ended 31 March 2022 (2021 – none).

24. Post balance sheet events

Subsequent to the year end the market value of the investments held in note 14 have fallen from £4,854,504 as at 31 March 2022 to £4,562,465 as at 30 June 2022. This is a non-adjusting event and no further adjustment or disclosure is required.

25. Going concern

After due consideration of all relevant factors, including the temporary restrictions imposed as a result of the COVID-19 pandemic, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Accordingly, they continue to adopt the going concern basis in preparing the financial statements.

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
NOTES FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31ST MARCH 2022

Analysis of Statement of Financial Activities for the Year ended 31 March 2021

Income

	2022	2021
	£	£
Donations & legacies		
Donations	124,497	119,392
Gift aid	3,205	4,865
Legacies	304,357	262,612
Subscriptions	9,424	5,356
Collections	2,170	1,290
	443,653	393,515
Grants receivable		
Coronavirus Job Retention Scheme	-	17,660
Bassetlaw District Council – Local support grants	-	20,000
Bassetlaw District Council – Restart grants	-	11,004
	-	48,664
Charitable activities		
Hairdressing	-	-
Hospice tea/coffee	500	10
	500	10
Other trading activities		
Shop income	72,016	15,450
Shop COVID 19 insurance claim	-	12,000
Fundraising events	9,328	3,471
eBay sales	1,410	1,048
Rose garden income	1,274	1,631
	84,028	33,600
Investment income		
Solar panel income	2,736	2,709
Dividends – equities	71,411	78,440
Interest on cash deposits	17,927	55
	92,074	81,204
Total Income for the year	620,255	556,983

Analysis of Statement of Financial Activities for the Year ended 31 March 2021

Expenditure

	2022	2021
	£	£
Cost of fundraising		
Charity shops		
Opening stock	208	204
Purchases	670	662
Closing stock	(208)	(284)
Staff costs	26,811	13,860
Other operating leases	30,178	30,295
Rates & water	1,099	800
Insurance	2,563	1,608
Light & heat	3,425	1,114
Shop repairs	3,425	-
Professional fees	1,818	1,638
Advertising & marketing	2,908	-
Stationery	160	-
Till & credit card costs	1,670	-
Sundry costs	222	-
Telephone & broadband	1,267	-
	76,218	49,897
Cost of generating voluntary income		
Staff costs	46,144	16,243
Other operating costs	5,750	1,437
Rates & water	732	71
Insurance	2,563	1,339
Light & heat	1,469	495
Event costs	2,913	273
Advertising	2,908	480
Other fundraising costs	-	238
eBay, PayPal, post and packaging	-	8
Professional fees	2,368	640
Support costs	-	38,685
Governance costs	-	5,683
Charity expenses	600	-
Sundry expenses	176	-
Stationery & office expenses	1,545	-
Telephone & broadband	1,802	-
Repairs & maintenance	173	-
Bank charges	597	-
	69,740	65,592
Investment management		
Portfolio management	16,719	14,614
Total costs of fundraising	162,677	130,103

Analysis of Statement of Financial Activities for the Year ended 31 March 2021

	2022	2021
	£	£
Charitable activities		
Staff costs	29,752	35,101
Other staff costs	-	680
External services	3,324	6,943
Rates & water	8,122	3,744
Facilities contracts	4,146	3,257
Insurance	2,563	2,144
Light & heat	24,094	11,928
Postage, stationery & telephone	92	349
Sundries	2,604	1,626
Repairs & renewals	2,681	816
Garden maintenance	860	237
Equipment & supplies	3,010	7,125
Repairs to equipment	7,412	6,060
Travel	4,625	269
Non medical NHS costs	78,328	77,175
Depreciation	98,366	111,050
Fixed asset loss on disposal	-	-
Removal costs	-	-
Support costs	-	17,997
Governance costs	-	2,609
Advertising & marketing	2,908	-
	274,705	288,500
Total expenditure for the year	437,382	418,603
Net income before gains	182,873	138,390
Gain on fixed asset disposals	-	15,876
Revaluation of fixed asset investments	258,292	559,339
Total costs of charitable activities	441,165	713,605

THE HOSPICE OF THE GOOD SHEPHERD

England & Wales - Charity number 701876

Accounts



Bassetlaw Hospice

Working within the community to provide Hospice Care

**TRUSTEES REPORT & FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**



Registered Charity Number: 701876

BASSETLAW HOSPICE OF THE GOOD SHEPHERD

TRUSTEE REPORT & FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

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BASSETLAW HOSPICE OF THE GOOD SHEPHERD

A MESSAGE FROM THE CHAIRMAN



This year has been interesting to say the least. We have had to handle a pandemic which meant we had to adjust our ways of working. The Support and Wellbeing Centre was unable to function as planned and we are pleased to announce that this service is now fully open. Patients in IPU were cared for as normal thanks to our dedicated team. We moved back to our rebuilt hospice in March 2020 which has aided us in regards to infection control during the pandemic.

The charity faced extreme difficulties with staff on Furlough, shops being closed and no community fundraising. We were fortunate to receive the Local Business Support Grant and Restart Grant from Bassetlaw District Council for both the Retford and Worksop Shops to support us through the pandemic. We have developed a new fundraising and social media strategy to support us in addressing these issues both during the pandemic and going forward into the future.

Our Charity Administrator of almost 17 years, Ian Hall retired in December 2020. Ian was instrumental in the rebuild of Bassetlaw Hospice and he also managed the difficult transition to St Michael's View and then back again, this is a terrific legacy that Ian has left and as a board we would like to thank him for his years of support and dedication and we wish him well in his retirement.

Despite Covid-19 and following a series of face to face interviews, we were fortunate in recruiting Bonney Baggaley as the Hospice Charity Operations Manager. Bonney has been instrumental in introducing new ways of working since she joined us on the 16th November and we look forward to a long and fruitful relationship.

We continue to work with the Clinical Commissioning Groups and Nottinghamshire Healthcare Trust in terms of service improvements and continued hospice developments to provide palliative care services and to meet the needs of the community.

I would as ever like to thank our board of trustees, charity staff, nursing and hospice staff and not forgetting our volunteers for their continued hard work and commitment over what has been a difficult year. We will continue now and in the future to strive to provide the highest level of care that has always been at the heart of Bassetlaw Hospice.

M W Quigley MBE - Chairman

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
REPORT OF THE TRUSTEES
FOR THE YEAR ENDING 31 MARCH 2021

The Trustees present their annual report together with the financial statements of the charity for the year ended 31 March 2021. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's trust deed, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)

Objectives and activities for the public benefit

Objectives

The objectives of the charity are the raising of funds to provide hospice care to the residents of Worksop and Retford and the surrounding area (known as Bassetlaw), situated in the county of Nottinghamshire and to work with other health providers in the development and provision of palliative care.

Beneficiaries and public benefit

The activities undertaken by the charity provide a benefit to all the people of Bassetlaw who have a need of palliative care, subject to the limitations imposed by the number of places available. The charity's activities are not considered to cause any adverse effects to any members of the public. Any personal benefit gained by persons other than those receiving the care is considered to be incidental to the work of the charity.



Charity Commission

The Trustees consider these objectives continue to provide public benefit for the local community by ensuring the availability of this care. They have referred to the Charity Commission's general guidance on public benefit when reviewing the aims and objectives and in planning the charity's future activities.

Charitable activities

Under licence, approved by the Charity Commission, the nursing and medical costs of the service are funded directly by Nottinghamshire Healthcare NHS Foundation Trust. The charity is responsible for all additional patient services including aromatherapy, hairdressing, diversional therapy and patient transport. The maintenance, replacement and repair of the building, gardens and fixtures and fittings, the insurance and running costs are all funded by the charity. The charity also funds the Occupational Therapy service.



BASSETLAW HOSPICE OF THE GOOD SHEPHERD
REPORT OF THE TRUSTEES
FOR THE YEAR ENDING 31 MARCH 2021

A review of our achievements and performance

In Patient Unit – IPU

The unit is led by Advanced Nurse Practitioners with an experienced team of qualified nursing and care staff, supported by a Palliative Care Consultant, local GPs, Occupational Therapist and Accredited Counsellor.

The team provide individualised care and support for patients to help manage symptoms for patients with a life limiting illness. There is also care for those at the end of life with calm dignified care and support for relatives and carers during this time.

" Words cannot express the gratitude I feel towards the nurses and staff who cared for my husband with such care and compassion in the last few days of this life. Their support and kindness shown to me over these terribly sad days was second to none. From the nursing staff to the catering team. What a wonderful job you all do, how amazing you are. Thank you seems totally inadequate but thank you so much."

This year IPU has been faced with many difficult challenges in regards to Covid-19, the impact of restrictions on visiting, the additional and strict use of personal protective equipment (PPE) and the way we have to work and communicate with both the patients and their families. All the staff have worked extremely hard to ensure that the patients and family experience remains positive and memorable.

As a unit during the pandemic we have been highly fortunate to have only experienced one outbreak at Bassetlaw Hospice, this is a testament to the way the staff work and the levels of compliance to rules and regulations both inside and outside of the hospice.

The individual bedrooms have en-suite facilities and direct access to the private and tranquil gardens, having this available aided us greatly with visiting, as access to rooms have been via the private entrances to bedrooms, enabling us to minimise the footfall through the hospice. Each room has air conditioning, a fully adjustable bed, smart TV and telephone.



The Support and Wellbeing Centre

This year we have changed the name of this service from Day Care to The Support and Wellbeing Centre, we made this change to better reflect the depth and breadth of the services we offer to our patients and the community. The team work with people who are living in our community and are experiencing long term and life limiting conditions. They offer nursing support, occupational therapy, counselling and complimentary therapy to support the physical, psychological, social and spiritual wellbeing of the patients. The team compliment and work closely with other healthcare professionals involved in the care of the patients to ensure that the care is proactive and seamless. The Support and Wellbeing Centre is here to help patients feel better, stay well and to achieve their own personal goals through supporting patients to be as independent, as possible, manage symptoms and support the patients to identify and achieve goals despite the challenges they may be facing. The team also provides support to relatives and carers.

During the Covid -19 pandemic the team have worked tirelessly to adapt the way in which the support they provide is delivered to patients and carers, this included telephone support, MS Teams meetings and in person when the other options were not suitable.

Most of this year, following government guidelines, the hairdressing and aromatherapy services have been unable to operate. However, once the situation allows, the board will work with the service provider to fully open all services and seek to develop new ways to enhance the provision of palliative care in Bassetlaw.

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
REPORT OF THE TRUSTEES
FOR THE YEAR ENDING 31 MARCH 2021

Update from IPU Sister Adele Barker

The hospice and the team have faced many difficult challenges and worked in very uncertain, unprecedented circumstances due to Covid-19. This has been a very difficult and challenging year, with day hospice closing its services and staff and patients being dramatically affected in many ways by the daily changing restrictions. Despite everything surrounding Covid-19, our staff have coped enormously well with increased activity and complex situations and continued to provide an excellent service to our patients. We have new staff within IPU that have strengthened our team and all members remain to work exceptionally hard to keep the patients at the centre whilst supporting new members to seamlessly transition into our team.



We have piloted a staff day which focused on learning and staff wellbeing and we plan to build on this with a slightly bigger event in the near future - an away day to have some time team building, celebrating our achievements and efforts but also to reintegrate with the charity side of our team.

We work closely with our Charity Operations Manager, Bonney to work towards common goals for the benefit of the hospice, the service, staff and patients.

Day hospice services have reconfigured their way of working and the timetable which is slowly being rolled out and continues to grow as restrictions ease. This timetable is exciting and inclusive, catering for a vast portion of the community in need of our services. This will now be run as drop-in sessions meaning more patients can access more appropriate sessions to meet their needs throughout the week.

Other improvements are within the kitchen area, our new catering manager, Caroline and the team have worked hard on new menus, standardising recipes and working on allergen advice. A lot of hard work, time and effort have gone into these changes which our patients are seeing great benefits from.

We have lots of enthusiastic staff members, who are seeking out training courses and development to upskill themselves to enable the offer of improved services for our patients. We are in the process of discussing funding for the upcoming development programmes to upskill staff.

We strive to maintain our "hub status" for palliative care within Bassetlaw with lots of updated advice through research and are looking forward to the resources hub developing in the reception area of the hospice. We look forward to Covid restrictions easing once safe to make full use of our Hospice.

Our Place in the community

Now in our 27th year our objective as a charity remains the same, to raise funds for the provision of hospice care for the people of Bassetlaw. We continue to work closely with local healthcare providers in the development of a palliative care service to meet the needs of the patients and their loved ones at what is always a very difficult time in their lives.

Building for the future

In March 2020 we moved back into the newly rebuilt Bassetlaw Hospice from St Michael's View. The charity's strategic plan of 2018 identified that without the expansion of the building, it would be difficult to meet the changing needs of palliative care for the future, having now achieved the first goal and the building being in operation it is clear to see that the expansion was needed and the community are benefitting from the additional patients beds and visitors facilities.



This year the board are working with our in-house catering team to revamp the Hospice kitchen, providing them with a fully commercial kitchen. The catering staff have received positive feedback regarding the quality and presentation of the food which makes all the difference to our patients when food and eating can be a challenge.

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
REPORT OF THE TRUSTEES
FOR THE YEAR ENDING 31 MARCH 2021

This year we have been able to develop and launch the charity's brand new website. We are very pleased with the outcome and the feedback that we have received. The site is attractive, user friendly and interactive, allowing users to navigate between pages. The website is now hosting online forms, allowing users to sign up as volunteers, join as Friends of the Hospice and get involved in virtual fundraising which we have seen an increase in this year. We have a new page dedicated to collecting family and patient feedback.



The board are continuing to monitor the ongoing effect of Covid - 19 to both the income and operating costs. This year the charity has used the opportunity to seek new ways of working with the larger community by redeveloping the fundraising methods and strategy. One of these initiatives has been to invest time and resources into the charity's social media platform, which has proven to be very successful in interacting with the wider community in Bassetlaw, including a younger audience. We have used this platform to secure income and increase the number of people who are signed up to the charity Friends of Bassetlaw Hospice Membership scheme which will help support the charity's sustainable income going forward.

Volunteers

We are incredibly fortunate to have a wonderful team of volunteers whose commitment and hard work is invaluable to the charity, volunteers enhance the service that the charity provides and this year during lockdown we have been able to review the roles of our volunteers.

There are a variety of roles at the hospice these include:-

Support and Wellbeing Centre

- Befriending patients
- Serving drinks and meals
- Assisting with arts, craft and therapies
- Leading on interactive activities

Kitchen

- Assisting the catering team
- Serving meals
- General kitchen duties

Drivers

- Drivers collect and return home patients attending Support and Wellbeing Centre
- Volunteers must have a four door car with full comprehensive insurance
- A mileage allowance is paid

Meet and Greet - Face of the Hospice

- Volunteers welcome and assist patients and visitors to the Hospice
- Show patients to the Support and Wellbeing Centre
- Show visitors to the IPU
- Support our Ward Clerk and Charity Operations Manager

Digital Marketing

- Support the development of our social media platforms
- Blog writing
- Website improvements
- Increase brand awareness
- Promotion of virtual fundraising
- Newsletter development



BASSETLAW HOSPICE OF THE GOOD SHEPHERD
REPORT OF THE TRUSTEES
FOR THE YEAR ENDING 31 MARCH 2021

Gardening

Volunteers assist the gardening team with weeding, planting and general garden maintenance.

Retail Opportunities

Receiving, sorting and preparing stock for sale
Displaying and selling donated stock
Serving customers
Serving in the Hospice Tea Bar located in Retford Hospital

Fundraising Opportunities

Selling raffle tickets
Baking cakes to sell at fundraising events
Helping with supermarket collections or bag packing
Staffing a stall at an event
Serving refreshments
Assisting at our organised events



Our events in the community, which are often at weekends or in the evenings having previously proven popular with people who are employed but want to give something back to the community. Many of our volunteers provide crafts, bake cakes and support the charity with donations and contributions: they are all part of the hospice team and as a board we thank them immensely. The time given by volunteers, if calculated in terms of salary, would amount to thousands of pounds and without their help and support it would not be possible to maintain the high standards of care or generate the income required, which has been evident over this last year in lockdown due to Covid-19.

As a charity we are running recruitment drives for volunteers and we are impressed with the outcome so far. It has been lovely being able to welcome longstanding volunteers back into their roles as the shop and hospice starts to re-open.

Fundraising

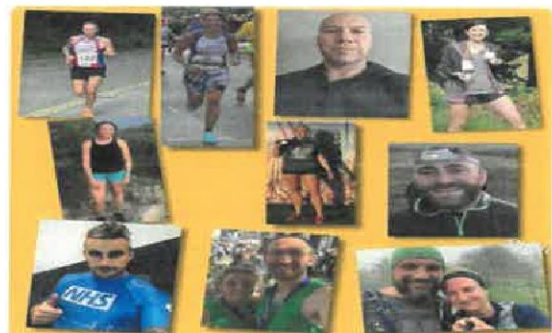
The local community have always been ready to support not only the events that our team organise but also arrange their own unique ways to raise funds for the hospice and this year is no exception to that. As a result of the pandemic we have not been able to run any community fundraising events, which has had a massive impact on activities, the staff, volunteers and income.

Despite the challenges this year has brought to the charity we have been overwhelmed by the ongoing support of the community, virtual activities taking place and donations given to the hospice.

Our Community Fundraiser, despite the challenges has been on hand to help provide support and guidance to individuals, businesses, clubs and organisations who generously use their own contacts to raise funds for the charity.

The Fundraising subcommittee, consisting of trustees, staff, nursing staff and members of the public who meet at least 4 times a year to plan, develop and review in-house and community fundraising events. The charity's aim is not only to provide income but to engage with our supporters and ensure the profile of the hospice continues to remain as an active and important element within Bassetlaw and the community it serves.

The highlights within this difficult year include: The Virtual Tea Party, where people hosted their own tea parties in gardens, with a maximum of 6 attendees which was in line with government guidance. Bonkers night in, a virtual scavenger hunt and quiz. Virtual walks and virtual runs including the popular 10 in 10 challenge which 12 participants ran 10 miles every day for 10 days straight. The charity even ran a virtual auction.



BASSETLAW HOSPICE OF THE GOOD SHEPHERD
REPORT OF THE TRUSTEES
FOR THE YEAR ENDING 31 MARCH 2021

In December we held a virtual Memory Star Event and invited the community to remember their loved ones by writing messages on stars which were then hung on our Christmas tree outside of the hospice. We invited Reverend Richard Lewis to say some words and Jessica Mary Brett to sing carols. This event was recorded and shared with the community. We received amazing feedback and the charity have decided to make this a yearly event and once restrictions are lifted we are looking forward to being able to invite the community along to join us in person.

"Lovely little service remembering our loved ones, my dear dad who we lost 4 years ago in January and my lovely mum we lost July this year 🙏 remembering them all, god bless"

Retail

This year our two charity shops have been closed in line with the Covid - 19 restrictions due to charity shops being classed as non-essential retail. Both of the shops have reopened at every opportunity throughout the year. This has had an impact on donations and income across the whole of 2020. As a policy we only sell items donated by the local community and in periods where the shops have been open, these items have needed to spend time in quarantine, adding additional pressure onto our hard working volunteers and staff but this had not prevented us from providing this service. The volunteers have embraced the opportunity to be open and we are always grateful for the quality donations that we received and would like to take this opportunity to say thank you to our hard working volunteers and to the community for their ongoing support.

The Tea Bar at Retford Hospital has become a vaccination centre and remains closed until further notice, the charity continues to work closely with the hospital and are looking forward to reopening the Tea Bar once it is safe to do so.

Financial Summary

The charity is able to report a surplus for the year of £138,390 before investment gains/(losses). This compares to a deficit in the previous year of £92,940. The surplus is after taking into account legacies of £262,612 compared to £62,929 for the previous year. Legacies are a very important income source for the Charity and the Trustees are forever grateful to those families that leave a bequest at, what can often be, a very difficult time for all concerned.

The total value of available unrestricted funds, including investments, at the year end is £6,389,952 compared to £5,676,347. The cash position, included in the total funds, remains strong with a balance at the year end of £885,587 (2020 £534,060).

Although the charity moved back into the Hospice in March 2020 there has been a long delay in finalising the contract details of the new building, including completion of the "snagging list" and the final payment was not made to the main contractor until May 2021. The delay in no small part is due to the limitations imposed on all parties as a result of COVID 19 restrictions. The final contract value of the new and refurbished building, excluding VAT, was agreed at £1,538,680.

The charity continues to delegate the management of its investment portfolio to professional independent fund managers Rathbones, who manage the charity's investment portfolio within predetermined parameters of asset class and risk. The weeks towards the end of the last financial year coincided with the announcement of the full impact of COVID – 19 and the lockdown in the UK. Stock Markets reacted accordingly to the news and our investment portfolio was not immune and closed at £3,200,287. Global markets have recovered during the course of the current financial year and the market value at 31st March 2021 was £3,839,328.

The target return for the portfolio is CPI + 3% which is 3.7%. The actual portfolio net return for the period was 20.23%. The FTSE 100 total return for the same period was 21.91%.

Total Income (excluding legacies) was understandably down on the previous year. Income from all sources was £294,381 for the year compared to £355,572 for the previous year. Income did include £48,664 of grants receivable including £31,004 support from Bassetlaw Council for which the Trustees are very grateful.

Our fund raising activities and shop income were significantly reduced as a result of COVID restrictions. Total income was only £21,600 which was 76% down on the previous year. The biggest shortfall was shop income which was down 80% on the trading levels of the previous year.

The gradual easing of Covid restrictions allowed us to open the shops in April and further easing of restrictions has enabled a gradual return to other fund raising activities. We are delighted to report a steady increase in fundraising income and other trading activities. As ever our principal funding source remains the people of Bassetlaw whose generosity allows us to continue to develop and deliver a high level of service.

Although there is a significant fixed cost in running a Hospice we were, nevertheless, able to make significant savings in expenditure, which excluding the cost of depreciation amounted to £147,004 saving on the previous year. This more than covered the shortfall in income excluding legacies. A significant part of this saving came from having only limited expenditure on external services, in particular, associated with the Support and Wellbeing Centre. As our activity levels increase we will remain vigilant and ensure all our expenditure continues to receive the full scrutiny of the Trustees and the Hospice team.

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
REPORT OF THE TRUSTEES
FOR THE YEAR ENDING 31 MARCH 2021

Events after the end of the reporting period

The year to 31st March 2021 has been challenging for the charity with its operations being severely impacted by the Covid - 19 global pandemic. It is great credit to the medical staff, charity team and volunteers that we have continued to provide a service and to meet the charity's objectives. As we started the new financial year we were able to open our retail outlets in April and have seen a further relaxing of constraints on the charity's everyday life. This has resulted in the progressive opening of the Support and Wellbeing Centre.

During the financial year discussions have taken place between NHS Bassetlaw Clinical Commissioning Group, Doncaster and Bassetlaw Teaching Hospitals ("DBTH") and Nottinghamshire Healthcare NHS Foundation Trust ("NHT") regarding the provision of staff to the Hospice. It is anticipated that in October the clinical staff provided to the Hospice will transfer from NHT to DBTH. We will work closely with DBTH to ensure both the level of service and hospice development continue to provide the highest levels of palliative care to meet the needs of the community.

The Trustees are mindful of how delicate the road is as we return to full operations and will continue to monitor the situation and the effect the pandemic may well have on the long term operations of the charity. The Trustees consider that the charity is in a strong position financially to be able to support its activities during this difficult period and going forward.

Going concern

The trustees have considered the financial position of the charity in light of the COVID-19 pandemic and with the current reserves held by the charity are satisfied that the charity is a going concern for the foreseeable future and in any case for at least 12 months from the date of this report.

Investment policy and performance

The trustees have placed voluntary restrictions on the investments which can, with the agreement of the board be changed at any time.

Considering the current economic climate, the board are satisfied with the current performance of the portfolio. The board receives an annual presentation from Rathbones to discuss the strategy and consider the external factors affecting the performance of the portfolio.

Reserves policy

The reserves policy is reviewed annually, and it is the policy of the charity to:

- * Strike a balance between financial prudence and investment in facilitating quality services
- * Maintain unrestricted funds which are available for general use and equate to approximately two years hospice operating expenditure
- * Hold sufficient reserves to cover the work impact of a negative event. This is currently set at £1.0m
- * To hold appropriate designated reserves for strategic and capital projects as determined on an annual basis
- * Where required hold restricted funds in accordance with specific restrictions either by the wishes of the donor or by the donor or by the nature of the appeal.
- * To hold, at all times, liquid assets to provide operational working capital and to ensure cash balances never fall below £250,000

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

They actively review the major risks which are classified as constitutional, financial, operational and external which the charity faces on a regular basis and which may impact on the service the charity aims to provide.

Constitutional - The trustees believe that procedures are in place to cover any risk which may arise regarding constitutional or governance matters.

Financial - The trustees consider the variability of returns and the fluctuations of valuation on the investment portfolio to constitute a financial risk and recent volatility in world stock markets has demonstrated that risk. The trustees consider the portfolio to be a long term investment and the income is not a large portion of total income. The trustees consider that the charity could continue with no investment income from this portfolio therefore the risk is acceptable.

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
REPORT OF THE TRUSTEES
FOR THE YEAR ENDING 31 MARCH 2021

The trustees consider that the reserves of the charity are sufficient to cover approximately two years of operating costs. This does not include the stock market investments, which are excluded as they are prone to fluctuation as stated above.

Operational - The trustees recognise the responsibility the charity has to ensure the building, fixtures, fittings and maintenance ancillary services provided are to a high standard compatible with those required by the Bassetlaw Health Partnership.

The trustees will ensure the ongoing development of clear operating procedures for the running of the charity in order to mitigate any significant risks.

External - All fund raising activities are insured by external parties, who require full risk assessments specific to each activity or event.

A formal review of all other risks is ongoing to ensure the charity can take action to minimise such risks.

Structure, governance & management

Governing document

The charity is constituted under a trust deed dated 28th July 1989 which, with the approval of the Charity Commission, was superseded by a scheme dated 30th June 2004 and is an unincorporated company. The area to benefit under the deed is the district surrounding Retford and Worksop, known as Bassetlaw. The Fund created under the deed is for all donations, subscriptions and bequests which are to be used to provide premises, fixtures, fittings and equipment to maintain a hospice for the benefit and treatment of pain and suffering amongst the terminally ill residents of the area, catering for both their physical and spiritual welfare.

Copies of the deed are available from Bassetlaw Hospice, Cedar House, North Road, Retford, DN22 7XF.

Recruitment and training of new trustees

The trustees are elected to serve for two years on the Executive Committee, which meets every two months. Every year half the trustees are nominated for re-election.

Induction and training of new trustees

The charity follows the Charity Commission's recommendations with regard to trustees induction. All new trustees are provided with a Help the Hospices Trustee Induction Pack along with a copy of the most recent full accounts and the Charity Commissions publication CC3 The Essential Trustee - What you need to know, what you need to do and given details where Charity Commission literature can be found. New trustees are encouraged to spend time at the hospice working with staff and volunteers to fully understand the nature of the care provided.

Organisational structure

The hospice is situated in Retford. The charity also maintains a shop and fund-raising office (known as the Appeal Office) at 4 Jubilee Courtyard, Retford and a shop at Worksop.

The day-to-day running of the charity and fund-raising activities are managed by a salaried Charity Operations Administrator. Five part time paid members of staff are employed in fund-raising, administration, maintenance and gardening.

Key management personnel remuneration

The trustees consider the board of trustees and the Charity Operations Manager as comprising the key management personnel of the charity in charge of directing and controlling the charity and running and operating the charity on a day to day basis. All trustees give of their time freely and no trustee remuneration or trustee expenses were paid in the year.

Trustees are required to disclose all relevant interests and register them with the Charity Administrator and in accordance with policy withdraw from decisions where a conflict of interest arises.

The pay of the Charity Operations Manager is reviewed by the trustees on a regular basis. In view of the size and nature of the charity the trustees set the level of pay for the Charity Operations Manager with reference to similar positions within the health service and other local charities of a similar size.

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
REPORT OF THE TRUSTEES
FOR THE YEAR ENDING 31 MARCH 2021

Reference and administrative details:

Registered Charity number: 701876

Principal address: Cedar House, North Road, Retford, DN22 7XF

Auditors: Williams Knowles & Co
Lloyd Chambers, 139 Carlton Road, Worksop, S81 7AD

Solicitors: Gareth Day
Jones and Company, Cannon Square, Retford, DN22 6PB

Bankers: Lloyds Bank, High Street, Lincoln, LN5 7AP

CAF Bank Limited, 25 Kings Hill Avenue, Kings Hill, West Malling,
Kent, ME19 4JQ

Virgin Money, Jubilee House, Gosforth, Newcastle upon Tyne, NE3 4PL

Investment managers: Rathbone Investment Management
Port of Liverpool Building, Pier Head, Liverpool, L3 1NW

Trustees:	Position
M W Quigley MBE	Chairman
D T Cashmore	Vice Chairman
M Childs	Secretary
R Ashmore	Treasurer
D Bastow	
J Gray	
R Robinson	
B Spencer	
A Tromans	
V Wanless	

Charity Operations Manager: B Baggaley

The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice)

The law applicable to charities in England and Wales requires the charity trustees to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charity and of the incoming resources and application of resources, of the charity for that period. In preparing the financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to assume that the company will continue on that basis.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy, at any time, the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Account and Reports) Regulations and the provisions of the Trust Deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from the legislation in other jurisdictions.

Approved by the trustees on 13/8/2021

and signed on its behalf by:



M W Quigley MBE - Trustee

**INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF
BASSETLAW HOSPICE OF THE GOOD SHEPHERD**

Opinion

We have audited the financial statements of Bassetlaw Hospice of the Good Shepherd for the year ended 31 March 2021 which comprise the Statement of Financial Activities, Statement of Financial Position, Cash Flow Statement and notes to the financial statements, 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 charity'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 the requirement 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 Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity 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 the provisions available for small entities, in the circumstances set out in note 22 to the financial statements, 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 charity's 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 charity's ability to continue as a going concern for a period of at least 12 months from when the financial statements are authorised for issue.

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

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. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, 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 audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. 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.

Opinion on other matters

In our opinion, based on the work undertaken in the course of the audit the information given in the trustees report for the financial year for which the financial statements are prepared is consistent with the financial statements and has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' report.

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:

- Adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- The financial statements are not in agreement with the accounting records and returns; or
- Certain disclosures specified by law are not made; or

**INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF
BASSETLAW HOSPICE OF THE GOOD SHEPHERD**

- We have not received all the information and explanations we require for our audit, or

Responsibilities of trustees

As explained more fully in the Trustees' Responsibilities Statement set out on page 10, the trustees are responsible for the preparation of 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 charity'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 charity or to cease operations, or to have no realistic alternative but to do so.

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 there under.

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 ISA's (UK) will always detect 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.

The extent to which the audit was considered capable of detecting irregularities including fraud

Our approach to identifying and assessing the risk of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations was as follows:

- the engagement principal ensured that the audit team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations;
- we identified the laws and regulations applicable to the charity from our commercial knowledge and experience and from scrutiny of trustee's meeting minutes.

We assessed the susceptibility of the charity's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- making enquiries of management as to where they considered there was susceptibility to fraud and their knowledge of actual, suspected and alleged fraud; and
- considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations.

To address the risk of fraud through management bias and override of controls, we;

- performed procedures to identify unusual transactions and investigated their origins;
- tested transaction to underlying records; and
- assessed whether judgements and assumptions made in determining any accounting estimates were indicative of potential bias.

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

- agreeing financial statement disclosures to underlying supporting documentation;
- reading the minutes of meetings of those charged with governance; and
- enquiring of management as to actual and potential litigation and claims;

There are inherent limitations in our audit procedures described above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of those charged with governance and inspection of regulatory and legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

**INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF
BASSETLAW HOSPICE OF THE GOOD SHEPHERD**

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. This description forms part of our auditor's report.

Use of the audit report

This report is made solely to the charity'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 charity'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 charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Williams Knowles & Co 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.

WILLIAMS KNOWLES & CO
Chartered Accountants & Statutory Auditor
Lloyd Chambers
139 Carlton Road
Worksop
Nottinghamshire
S81 7AD

A handwritten signature in cursive script that reads "Williams Knowles & Co".

Dated : 13 August 2021

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2021

	Notes	Total Funds 2021 (All unrestricted) £	Total Funds 2020 (All unrestricted) £
Income and endowments			
Donations and legacies	2	393,515	206,809
Grants receivable	3	48,664	886
Charitable activities	4	10	2,233
Other trading activities	5	33,600	109,475
Investment income	6	81,204	99,098
		<hr/>	<hr/>
Total income		556,993	418,501
		<hr/> <hr/>	<hr/> <hr/>
Expenditure			
Costs of raising funds			
Charity shops	7(i)	49,897	52,433
Costs of generating voluntary income	7(ii)	65,592	67,818
Investment management	7(iii)	14,614	15,987
		<hr/>	<hr/>
		130,103	136,238
Charitable activities	8	288,500	375,203
		<hr/>	<hr/>
Total expenditure		418,603	511,441
		<hr/> <hr/>	<hr/> <hr/>
Net income/(expenditure) before gains on investments		138,390	(92,940)
Net gain/(loss) on investment assets		575,215	(376,599)
		<hr/>	<hr/>
Net movement in funds		713,605	(469,539)
Reconciliation of funds			
Total funds brought forward		5,676,347	6,145,886
		<hr/>	<hr/>
Total funds carried forward		6,389,952	5,676,347
		<hr/> <hr/>	<hr/> <hr/>

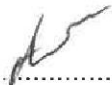
The annexed notes form part of these financial statements.

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
STATEMENT OF FINANCIAL POSITION
AS AT 31 MARCH 2021

	Notes	£	2021 £	£	2020 £
Fixed assets					
Tangible assets	15		1,683,301		1,738,098
Investments	16		3,839,328		3,200,287
			5,522,629		4,938,385
Current assets					
Stocks	17	283		204	
Debtors	18	28,683		251,186	
Cash at bank & in hand	19	885,587		534,060	
			914,553	785,450	
Creditors:					
Amounts falling due within one year	20		(47,230)	(47,488)	
Net current assets			867,323	737,962	
Net Assets			6,389,952	5,676,347	
The funds of the charity:					
Unrestricted funds	21		6,389,952	5,676,347	
Total charity funds			6,389,952	5,676,347	

Approved by the trustees on 13.08.2021..... and signed on their behalf by:

Name: Richard Ashmore

Signed: 

Capacity in which signed: Trustee

The annexed notes form part of these financial statements.

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDING 31 MARCH 2021

	Notes	2021 £	2020 £
Cash flows from operating activities:			
Net cash provided by operating activities	23	<u>390,918</u>	<u>(273,365)</u>
Cash flows from investing activities:			
Dividends, interest and income from investments		81,204	99,098
Purchase of property, plant and equipment		(56,769)	(1,566,961)
Proceeds from sale of investments		655,317	872,840
Purchase of investments		<u>(811,636)</u>	<u>(512,284)</u>
Net cash provided by (used in) investing activities		<u>(131,884)</u>	<u>(1,107,307)</u>
Change in cash and cash equivalents in the year		259,034	(1,380,663)
Cash and cash equivalents at the beginning of the year		710,434	2,091,097
Cash and cash equivalents at the end of the year	24	<u>969,468</u>	<u>710,434</u>

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
NOTES FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

1.

(i) GENERAL INFORMATION

The charity is an unincorporated organisation. The registered address is Cedar House, North Road, Retford, DN22 7XF.

(ii) STATEMENT OF COMPLIANCE

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 2019) - (Charities SORP (FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

(iii) ACCOUNTING POLICIES

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the financial statements are as follows:

a. Basis of preparation

Bassetlaw Hospice of the Good Shepherd meets the definition of a public benefit entity under FRS 102.

The assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

The financial statements are prepared in sterling, which is the functional currency of the charity.

b. Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

c. Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances. The nature of estimation means that the outcomes could differ from those estimates.

The most significant area of estimation uncertainty for the charity is in relation to the useful economic life of the fixed assets.

d. Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Designated funds are unrestricted funds earmarked by the board of trustees for particular purposes.

Restricted funds are subject to restrictions on their expenditure imposed by the donor or through the terms of an appeal. Currently the charity does not have any restricted funds.

e. Incoming resources

All incoming resources are included in the Statement of Financial Activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.
- Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.
- Investment income is included when receivable.
- Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
NOTES FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

f. Resources expended

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

- Costs of generating funds comprise the costs associated with attracting voluntary income.
- 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.
- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the professional fees and costs linked to the strategic management of the charity.
- All costs are allocated between the expenditure categories of the SoFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis e.g. floor areas, per capita or estimated usage.

g. Tangible fixed assets

Tangible fixed assets are stated at cost less depreciation.

Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Building	4% straight line basis
Medical equipment	25% reducing balance basis
Hospice furniture fixtures & fittings	25% reducing balance basis
Office & shop equipment & fittings	25% reducing balance basis

h. Fixed asset investments

Investments are initially recognised at their transaction value and subsequently measured at their market values at the Statement of Financial Position date using the closing quoted market price. The statement of financial activities includes the net gains and losses arising on revaluation and disposals throughout the year.

i. Realised gains and losses

All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year.

Unrealised gains and losses are calculated as the difference between the fair value at the year end and their carrying value. Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities.

j. Pensions

The charity operated a defined contribution pension scheme and the pension charge represents the amounts payable by the charity to the fund during the year.

k. Hire purchase and leasing commitments

Rentals payable under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

l. Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

m. Government grants

Government grants are recognised at the fair value of the asset received or receivable. Grants are not recognised until there is reasonable assurance that the company will comply with the conditions attaching to them and the grants will be received. Government grants are recognised using the performance model.

Under the performance model, where the grant does not impose specified future performance-related conditions on the recipient, it is recognised in income when the grant proceeds are received or receivable. Where the grant does impose specified future performance-related conditions on the recipient, it is recognised in income only when the performance-related conditions have been met. Where grants received are prior to satisfying the revenue recognition criteria, they are recognised as a liability.

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
NOTES FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

2. Donations & legacies	Total 2021 £	Total 2020 £
Donations	119,392	131,326
Gift aid	4,865	4,933
Legacies	262,612	62,929
Subscriptions	5,356	3,329
Collections	1,290	4,292
	<hr/>	<hr/>
	393,515	206,809
	<hr/> <hr/>	<hr/> <hr/>
 All of the legacies received included above are unrestricted.		
3. Grants		
Coronavirus Job Retention Scheme Grant	17,660	886
Bassetlaw District Council - Local Business Support Grants	20,000	-
Bassetlaw District Council - Restart Grants	11,004	-
	<hr/>	<hr/>
	48,664	886
	<hr/> <hr/>	<hr/> <hr/>
4. Charitable activities		
Hairdressing	-	1,886
Hospice tea/coffee	10	347
	<hr/>	<hr/>
	10	2,233
	<hr/> <hr/>	<hr/> <hr/>
5. Other trading activities		
Shop income	15,450	73,879
Shop COVID 19 insurance claim	12,000	-
Fundraising events	3,471	18,284
EBay sales	1,048	1,816
Day care raffles	-	4,072
Rose garden income	1,631	924
Hospital tea bar	-	10,500
	<hr/>	<hr/>
	33,600	109,475
	<hr/> <hr/>	<hr/> <hr/>
6. Investment income		
Solar panel income	2,709	432
Dividends - equities	78,440	95,453
Interest - fixed interest securities	-	1,109
Interest on cash deposits	55	2,104
	<hr/>	<hr/>
	81,204	99,098
	<hr/> <hr/>	<hr/> <hr/>

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
NOTES FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

	Total 2021 £	Total 2020 £			
7. Cost of raising funds					
(i) Charity shops					
Opening stock	204	435			
Purchases	662	845			
Closing stock	(284)	(204)			
Staff costs	13,860	13,690			
Other operating leases	30,295	30,233			
Rates & water	800	1,987			
Insurance	1,608	1,175			
Light & heat	1,114	2,240			
Shop repairs	-	1,278			
Professional fees	1,638	754			
	49,897	52,433			
(ii) Costs of generating voluntary income					
Staff costs	16,243	16,078			
Other operating leases	1,437	1,437			
Rates & water	71	176			
Insurance	1,339	979			
Light & heat	495	996			
Event costs	273	4,695			
Advertising	480	631			
Other fundraising costs	238	620			
EBay Pay Pal post & packing	8	216			
Professional fees	640	335			
Support costs	38,685	36,250			
Governance costs	5,683	5,405			
	65,592	67,818			
(iii) Investment management					
Portfolio management	14,614	15,987			
	14,614	15,987			
8. Charitable activities costs	Direct	Governance	Total	Total	
	£	& Support £	2021 £	2020 £	
Hairdressing	587	7	594	5,467	
Diversional therapy	4,715	58	4,773	40,996	
Occupational therapy	1,661	20	1,681	35,303	
Non medical NHS costs	77,175	945	78,120	30,922	
Administration	34,119	3,091	37,210	87,020	
Maintenance	149,637	16,485	166,122	175,495	
	267,894	20,606	288,500	375,203	
9. Support costs	Management	Finance	Other	Total	
				2021	2020
Costs of generating voluntary income	16,549	21,784	352	38,685	36,250
Charitable activities administration	7,699	10,134	164	17,997	16,864
	24,248	31,918	516	56,682	53,114

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
NOTES FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

10. Governance costs	Staff costs	Auditor's remuneration	Total 2021	Total 2020
Costs of generating voluntary income	3,661	2,022	5,683	5,405
Charitable activities administration	1,681	928	2,609	2,482
	<u>5,342</u>	<u>2,950</u>	<u>8,292</u>	<u>7,887</u>

11. Staff Costs and Numbers

Staff costs were as follows:

External services	6,963	81,065
Salaries and wages	102,792	106,282
Social security costs	3,510	4,351
Staff pensions	3,874	3,716
	<u>117,139</u>	<u>195,414</u>

No employee received emoluments of more than £60,000

The average number of employees during the year was as follows:

	Number	Number
Charitable activities	3	4
Cost of raising funds	3	3

12. Trustee Remuneration & Related Party Transactions

No trustee received any remuneration during the year. No expenses were paid to trustees for the year ended 31 March 2021 or 31 March 2020.

No Trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year.

13. Net Income

Net income for the year is stated after charging:

Depreciation	111,566	57,572
Auditors remuneration:		
for audit services	1,780	1,780
for accountancy services	1,020	1,023
for other fees	150	150
Payroll management services	1,298	831
Loss on disposal of fixed assets	-	51,015
Operating lease rentals	36,045	35,983

14. Taxation

As a charity, Bassetlaw Hospice of the Good Shepherd is exempt from tax on income and gains falling within Section 505 of the Taxes Act 1988 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
NOTES FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

		2021	2020
		£	£
17. Stocks			
	Stocks of merchandise for resale	283	204
		<hr style="border-top: 1px solid black;"/>	<hr style="border-top: 1px solid black;"/>
18. Debtors		£	£
	Prepayments	8,490	8,044
	Accrued income	5,585	4,435
	VAT	14,603	238,702
	Other debtors	5	5
		<hr style="border-top: 1px solid black;"/>	<hr style="border-top: 1px solid black;"/>
		28,683	251,186
		<hr style="border-top: 1px solid black;"/>	<hr style="border-top: 1px solid black;"/>
19. Cash at bank and in hand			
	Charity petty cash	40	22
	Maintenance petty cash	363	776
	Events petty cash	27	27
	Shop cash register	20	20
	Bank account trustees	1,001	1,011
	Bank account maintenance	17,639	18,767
	Bank account charity	15,749	19,146
	Main investment account	827,049	475,537
	Virgin money	10,459	10,407
	PayPal	1,816	202
	CAF Bank	11,424	8,145
		<hr style="border-top: 1px solid black;"/>	<hr style="border-top: 1px solid black;"/>
		885,587	534,060
		<hr style="border-top: 1px solid black;"/>	<hr style="border-top: 1px solid black;"/>
20. Creditors:	Amounts falling due within one year		
	Trade creditors	39,918	38,785
	Taxation & social security	1,589	2,615
	Accruals	5,158	5,282
	Other creditors	565	806
		<hr style="border-top: 1px solid black;"/>	<hr style="border-top: 1px solid black;"/>
		47,230	47,488
		<hr style="border-top: 1px solid black;"/>	<hr style="border-top: 1px solid black;"/>

Included within trade creditors is an amount of £38,715 being 2.5% retention held back in respect of the Hospice refurbishment work. This amount falls due for payment in March 2021.

		At 1 April 2020	Income	Expenditure	Gains & (Losses)	At 31 March 2021
		£	£	£	£	£
21. Movement in Funds	Unrestricted Funds:					
	General fund	5,676,347	556,993	(418,603)	575,215	6,389,952
		<hr style="border-top: 1px solid black;"/>				
	Total funds	5,676,347	556,993	(418,603)	575,215	6,389,952
		<hr style="border-top: 1px solid black;"/>				

22. APB Ethical Standard - Provisions Available for Small Entities

In common with many other organisations of our size and nature we use our auditors to prepare and submit returns to the tax authorities and assist with the preparation of the financial statements. Charges for these services are: Payroll processing £1,298, Accounts preparation £1,023, Auditing £1,780, Other fees £150, Total £4,251.

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
NOTES FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

23. Reconciliation of net income/(expenditure) to net cash flow from operating activities	2021 £	2020 £
Net Income/(expenditure) for the year	713,605	(469,539)
Adjustments for:		
Depreciation charges	111,566	57,572
(Gains)/Losses on investments	(575,215)	376,599
Dividends, interest and income from investments	(81,204)	(99,098)
Loss on disposal of fixed assets	-	51,015
(Increase)/decrease in stocks	(79)	231
Decrease/(increase) in debtors	222,503	(201,319)
(Decrease)/increase in creditors	(258)	11,183
Net cash provided by operating activities	390,918	(273,356)
24. Analysis of cash and cash equivalents		
Cash at bank and in hand	885,587	534,060
Cash held in investment portfolio	83,881	176,374
	969,468	710,434

25. Related party transactions

The charity did not have any Related Party Transactions during the year ended 31 March 2021 (2020 - none).

26. The impact of COVID - 19

The COVID - 19 pandemic has been prevalent throughout the whole financial year of the charity. There has been a significant impact on all aspects of the charity operations. Within the Hospice building itself, there has had to be strict procedures when dealing with patients and families. The new Support and Wellbeing Centre was not able to initially function as intended and many activities and complimentary therapies have been restricted.

None of the usual events have been able to go ahead, so fundraising has had to move online and many virtual events have taken place. The two shops have been closed for the majority of the year.

The charity has had to place staff on furlough and has taken advantage of the Coronavirus Job Retention Scheme for the appeals office, shop and support staff, grants have been received from Bassetlaw District Council in relation to the two shops in order to cover the ongoing costs associated with their operation.

27. Post balance sheet event

At 31 March 2021 England was still operating under restrictions due to the COVID - 19 pandemic. While plans are in place to ease restrictions there is no certainty going forward that they will not need to be re introduced. The trustees do not consider that any adjustments or further disclosures are required in the financial statements due to the events after the balance sheet date.

28. Going concern

While there remains some uncertainty going forward surrounding the impact of the COVID - 19 pandemic and the associated restrictions in the short and medium term, the trustees consider that the charity is on a very secure financial foundation, currently has sufficient reserves and is developing alternative strategies going forward, to both promote the profile and enhance the way fundraising takes place, in order to be more sustainable.

In light of the above information the trustees consider that it is wholly appropriate for the financial statements to continue to be prepared on a going concern basis.

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
ANALYSIS OF STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2021

	Total 2021 £	Total 2020 £
INCOME		
Donations & legacies		
Donations	119,392	131,326
Gift aid	4,865	4,933
Legacies	262,612	62,929
Subscriptions	5,356	3,329
Collections	1,290	4,292
	<u>393,515</u>	<u>206,809</u>
Grants receivable		
Coronavirus Job Retention Scheme	17,660	886
Bassetlaw District Council - Local Business Support Grants	20,000	-
Bassetlaw District Council - Restart Grants	11,004	-
	<u>48,664</u>	<u>886</u>
Charitable activities		
Hairdressing	-	1,886
Hospice tea/coffee	10	347
	<u>10</u>	<u>2,233</u>
Other trading activities		
Shop income	15,450	73,879
Shop COVID 19 insurance claim	12,000	-
Fundraising events	3,471	18,284
EBay sales	1,048	1,816
Day care raffles	-	4,072
Rose garden income	1,631	924
Hospital tea bar	-	10,500
	<u>33,600</u>	<u>109,475</u>
Investment income		
Solar panel income	2,709	432
Dividends - equities	78,440	95,453
Interest - fixed interest securities	-	1,109
Interest on cash deposits	55	2,104
	<u>81,204</u>	<u>99,098</u>
TOTAL INCOME FOR THE YEAR	<u><u>556,993</u></u>	<u><u>418,501</u></u>

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
ANALYSIS OF STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2021

EXPENDITURE	Total 2021 £	Total 2020 £
Costs of fundraising		
Charity shops		
Opening stock	204	435
Purchases	662	845
Closing stock	(284)	(204)
Staff costs	13,860	13,690
Other operating leases	30,295	30,233
Rates & water	800	1,987
Insurance	1,608	1,175
Light & heat	1,114	2,240
Shop repairs	-	1,278
Professional fees	1,638	754
	<hr/>	<hr/>
	49,897	52,433
	<hr/> <hr/>	<hr/> <hr/>
Costs of generating voluntary income		
Staff costs	16,243	16,078
Other operating leases	1,437	1,437
Rates & water	71	176
Insurance	1,339	979
Light & heat	495	996
Event costs	273	4,695
Advertising	480	631
Other fundraising costs	238	620
EBay, PayPal, post and packing	8	216
Professional fees	640	335
Support costs	38,685	36,250
Governance costs	5,683	5,405
	<hr/>	<hr/>
	65,592	67,818
	<hr/> <hr/>	<hr/> <hr/>
Investment management		
Portfolio management	14,614	15,987
	<hr/> <hr/>	<hr/> <hr/>
Total costs of fundraising	130,103	136,238
	<hr/> <hr/>	<hr/> <hr/>

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
ANALYSIS OF STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2021

	Total 2021 £	Total 2020 £
Charitable activities		
Staff costs	35,101	41,224
Other staff costs	680	-
External services	6,963	81,065
Rates & water	3,744	4,770
Facilities contracts	3,257	-
Insurance	2,144	1,567
Light & heat	11,298	39,049
Postage, stationery & telephone	349	348
Sundries	1,626	2,204
Repairs & renewals	816	3,738
Garden maintenance	237	529
Equipment & supplies	7,125	5,200
Repairs to equipment	6,060	8,976
Travel	269	24,017
Non medical NHS costs	77,175	30,656
Depreciation of tangible fixed assets	111,050	56,884
Fixed asset loss on disposal	-	50,924
Removal costs	-	4,706
Support costs	17,997	16,864
Governance costs	2,609	2,482
	<hr/>	<hr/>
	288,500	375,203
	<hr/> <hr/>	<hr/> <hr/>
Total expenditure for the year	418,603	511,441
	<hr/> <hr/>	<hr/> <hr/>
Net (expenditure)/income before gains	138,390	(92,940)
Gain/(Loss) on fixed asset investment disposals	15,876	(19,906)
Revaluation of fixed asset investments	559,339	(356,693)
	<hr/>	<hr/>
Total net (expenditure)/income for the year	713,605	(469,539)
	<hr/> <hr/>	<hr/> <hr/>

BASSETLAW HOSPICE OF THE GOOD SHEPHERD
ANALYSIS OF STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2021

	Total 2021 £	Total 2020 £
Support and Governance costs		
Support costs		
Management		
Staff costs	23,356	22,204
Other staff costs	679	-
Sundries	213	117
	<u>24,248</u>	<u>22,321</u>
	<u><u>24,248</u></u>	<u><u>22,321</u></u>
Finance		
Staff costs	16,425	16,219
Other operating leases	4,313	4,313
Rates & water	142	352
Insurance	268	196
Light & heat	1,485	2,987
Telephone	2,328	2,036
Postage & stationery	510	1,172
Bank charges	176	304
Professional fees	1,919	1,006
Cleaning	347	110
IT costs	2,149	-
Repairs	1,856	1,319
	<u>31,918</u>	<u>30,014</u>
	<u><u>31,918</u></u>	<u><u>30,014</u></u>
Other		
Depreciation	516	688
Loss on fixed asset disposal	-	91
	<u>516</u>	<u>779</u>
	<u><u>516</u></u>	<u><u>779</u></u>
Total support costs	<u><u>56,682</u></u>	<u><u>53,114</u></u>
Governance costs		
Staff costs	5,190	4,934
Other staff costs	152	-
Auditors remuneration	2,950	2,953
	<u>8,292</u>	<u>7,887</u>
Total governance costs	<u><u>8,292</u></u>	<u><u>7,887</u></u>