

FRIENDS OF BELFAST HOSPITAL SCHOOL
FINANCIAL STATEMENTS
31 OCTOBER 2016

Charity Number NIC100358

FRIENDS OF BELFAST HOSPITAL SCHOOL

FINANCIAL STATEMENTS

YEAR ENDED 31 OCTOBER 2016

CONTENTS	PAGE
Members of the Board and professional advisers	1
Trustees' Annual Report	2
Independent examiner's report to the trustees	5
Statement of financial activities	6
Balance sheet	7
Notes to the financial statements	8
The following pages do not form part of the financial statements	
Detailed statement of financial activities	12

FRIENDS OF BELFAST HOSPITAL SCHOOL**MEMBERS OF THE BOARD AND PROFESSIONAL ADVISERS**

Registered charity name	Friends of Belfast Hospital School
Charity number	NIC100358
Principal office	2nd Floor Old Building 180 Falls Road Belfast BT12 6BE
Trustees	Ms M Godfrey Ms M Graham Dr M Rooney
Independent examiner	David Knox on behalf of Johnston Graham Limited 216/218 Holywood Road Belfast BT4 1PD
Bankers	Danske Bank Limited PO Box 183 Donegall Square West Belfast BT1 6JS

FRIENDS OF BELFAST HOSPITAL SCHOOL

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 OCTOBER 2016

The trustees present their report and the unaudited financial statements of the charity for the year ended 31 October 2016.

REFERENCE AND ADMINISTRATIVE DETAILS

Reference and administrative details are shown in the schedule of members of the board and professional advisers on page 1 of the financial statements.

THE TRUSTEES

The trustees who served the charity during the period were as follows:

Ms M Godfrey

Ms M Graham

Dr M Rooney

STRUCTURE, GOVERNANCE AND MANAGEMENT

The hospital school was registered on 1 November 2014 as a charity and legally constituted as a Trust. The charity is managed by a committee of trustees who are appointed at the Annual General Meeting (AGM) of the charity. Trustees must also hold at least 3 meetings each year, and at least 3 trustees must be present to be able to take decisions.

In order to carry out the charitable purposes, the trustees have the power to:

1. Raise funds, receive grants and donations
2. Apply funds to carry out the work of the charity
3. Co-operate with and support other charities with similar purposes
4. Do anything which is lawful and necessary to achieve the purposes.

The charity shall have a membership. People who support the work of the charity and are aged 18 or over, can apply to the trustees to become a member. Once accepted by the trustees, membership lasts for 3 years and may be renewed. The trustees will keep an up-to-date membership list. The trustees may remove a person's membership if they believe it is in the best interests of the charity. The member has the right to be heard by the trustees before the decision is made and can be accompanied by a friend.

The AGM must be held every year, with 14 days notice given to all members telling them what is on the agenda and minutes must be kept of the AGM. There must be at least 4 members present at the AGM and every member has a vote. The trustees shall present the annual report and accounts, and any member may stand for election as a trustee. Members shall elect between 3 and 10 trustees to serve for the next year. They will retire at the next AGM but may stand for re-election.

FRIENDS OF BELFAST HOSPITAL SCHOOL

TRUSTEES' ANNUAL REPORT *(continued)*

YEAR ENDED 31 OCTOBER 2016

OBJECTIVES AND ACTIVITIES

The purposes of the charity are to provide activities which will enhance the educational experience for children aged 4-18 with medical or mental health conditions, who are in hospital, who are being home tutored and who are attending the TOPS education centre. Funds raised through the charity will be used for activities, which will help in the development of the whole child, that are not funded by the Department of Education.

Examples of such activities include:-

- Programmes in the arts - poetry, music, pottery and photography
- Supporting pupils who need additional support and guidance, even after they have left hospital - Physical programmes such as outward bound activities, particularly for those young people who are suffering anxiety based school refusal - Securing funds for children to attend activity programmes and residential.

The school is based in the Royal Belfast Hospital for Sick Children, the City Hospital, Musgrave Park Hospital and the TOPS education centre.

ACHIEVEMENTS AND PERFORMANCE

Monies raised through Friends of Belfast Hospital School have enabled the school to offer a broad and varied curriculum and an exciting extra curricular programme for our students. As well as the ongoing programmes from the previous year, funding from the big Lottery has meant that we have been able to offer music therapy for all our pupils who are longterm in hospital - this has had particularly rewarding results for our young people who have suffered an acquired brain injury.

We have been able to expand our curriculum offer for our young people with mental health issues, now delivering accredited courses in horticulture and hospitality. We also now offer a wide range of healthy lifestyle classes, whereby we teach the young people how to manage their own physical and mental health and wellbeing.

The Inspirational You Programme has provided excellent opportunities for our students to develop coping strategies and build their confidence and self esteem and our Evening of Celebration provided the ideal opportunity to showcase their achievements.

Funding from the Erasmus Project enabled our teachers to add an international dimension to their working practices and culminated in organising the first ever International Conference on Transition Pathways for Young People with Mental Health Issues.

On an individual level, the fund also provided a bursary for one of our Looked After Children to continue with his studies on leaving fulltime education.

FINANCIAL REVIEW

The school received total donations of £42,639 (2015: £94,925) for the year from which there was a surplus of £15,626 (2015: £77,662). Reserves at 31 October 2016 totalled £93,288 (2015: £77,662).

FRIENDS OF BELFAST HOSPITAL SCHOOL

TRUSTEES' ANNUAL REPORT *(continued)*

YEAR ENDED 31 OCTOBER 2016

PLANS FOR FUTURE PERIODS

In 2016-2017 we hope to continue to provide the wide range of extra curricular activities in the school, including developing a partnership with a local Special School which will enable young people with newly acquired brain injuries to transition as quickly and smoothly as possible back into mainstream education. We would also like to expand our curricular offer by delivering onsite joinery and CAD classes and we hope to continue to develop our international links with schools in New Zealand, who are at the forefront of hospital education.

BENEFICIARIES

We are very grateful to the Barbour Trust for their donations of £35,000 which allowed us to purchase a minibus, for their donation of £8,500 towards our computer suite and for their on-going support this year.

We would also like to thank the NI Cattle Club for their donation of £1,400 which will be used to purchase science equipment for our TOPS centre.

We are very grateful to those parents who have fundraised or contributed to the fund.

INDEPENDENT EXAMINER

David Knox on behalf of Johnston Graham Limited has been re-appointed as independent examiner for the ensuing year.

2nd Floor Old Building
180 Falls Road
Belfast
BT12 6BE

Signed on behalf of the trustees

Ms M Godfrey
Director

5 June 2017

FRIENDS OF BELFAST HOSPITAL SCHOOL

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF FRIENDS OF BELFAST HOSPITAL SCHOOL

YEAR ENDED 31 OCTOBER 2016

I report on the accounts of the charity for the year ended 31 October 2016 which are set out on pages 6 to 10.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year and that an independent examination is needed.

It is my responsibility to state whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S STATEMENT

My examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

INDEPENDENT EXAMINER'S STATEMENT

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 27 of the Charities Act (Northern Ireland) 1964; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of that Act

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

David Knox on behalf of Johnston Graham Limited
Independent examiner

216/218 Holywood Road
Belfast
BT4 1PD

5 June 2017

FRIENDS OF BELFAST HOSPITAL SCHOOL
STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31 OCTOBER 2016

	Note	Total Funds 2016 £	Total Funds 2015 £
INCOME AND ENDOWMENTS			
Donations and legacies	2	42,639	94,925
TOTAL INCOME		42,639	94,925
EXPENDITURE			
Expenditure on charitable activities	3/4	(27,013)	(17,263)
TOTAL EXPENDITURE		(27,013)	(17,263)
NET INCOMING RESOURCES FOR THE YEAR	5	15,626	77,662
RECONCILIATION OF FUNDS			
Total funds brought forward		77,662	—
TOTAL FUNDS CARRIED FORWARD		93,288	77,662

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

All of the above amounts relate to continuing activities.

FRIENDS OF BELFAST HOSPITAL SCHOOL

BALANCE SHEET

31 OCTOBER 2016

	Note	2016 £	2015 £
FIXED ASSETS			
Tangible assets	7	27,418	37,389
CURRENT ASSETS			
Cash at bank		65,870	40,769
CREDITORS: Amounts falling due within one year	8	—	(496)
NET CURRENT ASSETS		65,870	40,273
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>93,288</u>	<u>77,662</u>
NET ASSETS		<u>93,288</u>	<u>77,662</u>
FUNDS OF THE CHARITY			
Unrestricted income funds	9	93,288	77,662
TOTAL CHARITY FUNDS		<u>93,288</u>	<u>77,662</u>

These financial statements have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015).

These financial statements were approved by the members of the committee and authorised for issue on the 5 June 2017 and are signed on their behalf by:

Ms M Godfrey
Director

FRIENDS OF BELFAST HOSPITAL SCHOOL

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 OCTOBER 2016

1. ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared under the historical cost convention, as modified by the revaluation of certain fixed assets and investments measured at market value. The financial statements have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015), and the requirements of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015) (SORP 2015).

Fixed assets

All fixed assets are initially recorded at cost.

Depreciation

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Computer equipment - 25% Straight line

Motor vehicles - 20% Straight line

2. DONATIONS AND LEGACIES

	Unrestricted Funds £	Total Funds 2016 £	Unrestricted Funds £	Total Funds 2015 £
Donations				
Donations	<u>42,639</u>	<u>42,639</u>	<u>94,925</u>	<u>94,925</u>

3. COSTS OF CHARITABLE ACTIVITIES BY FUND TYPE

	Unrestricted Funds £	Total Funds 2016 £	Unrestricted Funds £	Total Funds 2015 £
Charitable activity	26,871	26,871	16,480	16,480
Support costs	<u>142</u>	<u>142</u>	<u>783</u>	<u>783</u>
	<u>27,013</u>	<u>27,013</u>	<u>17,263</u>	<u>17,263</u>

FRIENDS OF BELFAST HOSPITAL SCHOOL

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 OCTOBER 2016

4. COSTS OF CHARITABLE ACTIVITIES BY ACTIVITY TYPE

	Activities undertaken directly	Total Funds 2016	Total Funds 2015
	£	£	£
Charitable activity	26,871	26,871	16,480
Governance costs	–	142	783
	<u>26,871</u>	<u>27,013</u>	<u>17,263</u>

5. NET INCOMING RESOURCES FOR THE YEAR

This is stated after charging:

	2016	2015
	£	£
Depreciation	<u>9,971</u>	<u>9,549</u>

6. STAFF COSTS AND EMOLUMENTS

No salaries or wages have been paid to employees, including the members of the committee, during the year.

7. TANGIBLE FIXED ASSETS

	Computer Equipment	Motor Vehicles	Total
	£	£	£
COST			
At 1 November 2015 and 31 October 2016	<u>11,673</u>	<u>35,265</u>	<u>46,938</u>
DEPRECIATION			
At 1 November 2015	2,896	6,653	9,549
Charge for the year	<u>2,918</u>	<u>7,053</u>	<u>9,971</u>
At 31 October 2016	<u>5,814</u>	<u>13,706</u>	<u>19,520</u>
NET BOOK VALUE			
At 31 October 2016	<u>5,859</u>	<u>21,559</u>	<u>27,418</u>
At 31 October 2015	<u>8,777</u>	<u>28,612</u>	<u>37,389</u>

8. CREDITORS: Amounts falling due within one year

	2016	2015
	£	£
Accruals and deferred income	<u>–</u>	<u>496</u>

FRIENDS OF BELFAST HOSPITAL SCHOOL

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 OCTOBER 2016

9. UNRESTRICTED INCOME FUNDS

	Balance at 1 November 20			Balance at 31 October 201
	15	Income	Expenditure	6
	£	£	£	£
General Funds	<u>77,662</u>	<u>42,639</u>	<u>(27,013)</u>	<u>93,288</u>

10. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Tangible fixed assets	Net current assets	Total
	£	£	£
Unrestricted Income Funds	<u>27,418</u>	<u>65,870</u>	<u>93,288</u>
Total Funds	<u>27,418</u>	<u>65,870</u>	<u>93,288</u>

FRIENDS OF BELFAST HOSPITAL SCHOOL
MANAGEMENT INFORMATION
YEAR ENDED 31 OCTOBER 2016

**The following pages do not form part of the statutory financial statements
which are the subject of the independent examiner's report on page 5.**

FRIENDS OF BELFAST HOSPITAL SCHOOL
DETAILED STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31 OCTOBER 2016

	2016 £	2015 £
INCOMING RESOURCES		
DONATIONS AND LEGACIES		
Donations	42,639	94,925
TOTAL INCOME	<u>42,639</u>	<u>94,925</u>
EXPENDITURE		
CHARITABLE ACTIVITIES		
Establishment - Light & heat	1,139	1,400
Establishment - Repairs & maintenance	375	256
Motor vehicle expenses	1,360	1,793
Motor and travel costs - Other	8,382	1,697
Professional - Legal fees	70	28
Legal & professional - Other	2,374	923
Office expenses - Other	2,724	834
Depreciation	9,971	9,549
Gifts for volunteers	122	—
Computer equipment	63	—
Print, postage and stationery	46	—
Advertising	245	—
	<u>26,871</u>	<u>16,480</u>
GOVERNANCE COSTS		
Professional fees	—	633
Bank charges	142	150
	<u>142</u>	<u>783</u>
TOTAL EXPENDITURE	<u>27,013</u>	<u>17,263</u>
NET INCOMING RESOURCES FOR THE YEAR	<u>15,626</u>	<u>77,662</u>

FRIENDS OF BELFAST HOSPITAL SCHOOL
DETAILED STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31 OCTOBER 2016

	2016	2015
	£	£
CHARITABLE ACTIVITIES		
Charitable activity		
<i>Activities undertaken directly</i>		
Establishment - Light & heat	1,139	1,400
Establishment - Repairs & maintenance	375	256
Motor vehicle expenses	1,360	1,793
Motor and travel costs - Other	8,382	1,697
Professional - Legal fees	70	28
Legal & professional - Other	2,374	923
Office expenses - Other	2,724	834
Depreciation	9,971	9,549
Gifts for volunteers	122	—
Computer equipment	63	—
Print, postage and stationery	46	—
Advertising	245	—
	<u>26,871</u>	<u>16,480</u>