

## **Life and Time**

(A company limited by guarantee, not having a share capital)

## **DIRECTORS' ANNUAL REPORT**

for the financial year ended 30 September 2023

The directors present their Directors' Annual Report, combining the Directors' Report and Trustees' Report, and the unaudited financial statements for the financial year ended 30 September 2023.

The financial statements are prepared in accordance with the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

The Directors' Report contains the information required to be provided in the Directors' Annual Report under the Statement of Recommended Practice (SORP) guidelines. The directors of the company are also charity trustees for the purpose of charity law and under the company's constitution are known as members of the board of trustees.

In this report the directors of Life and Time present a summary of its purpose, governance, activities, achievements and finances for the financial year 30 September 2023.

The company is a registered charity and hence the report and results are presented in a form which complies with the requirements of the Companies Act 2006 and, although not obliged to comply with the Statement of Recommended Practice applicable in the UK and Republic of Ireland FRS 102, the organisation has implemented its recommendations where relevant in these financial statements.

### **Review of Activities, Achievements and Performance**

The Directors are pleased to report that our service continues to be needed and plans further expansion to the Mourne area in 2024. . From the commencement of our service we have delivered up to and including 30th September 2023 end of life care services to 149 patients and their families over 1,936 nights with 570 home visits in our two districts in the South Down area .

We have continued our strategy of public education in palliative care and advanced care planning which is in line with HSC policy. We have provided presentations and opportunities for discussion at many community groups and have more planned over the coming year.

We have funded several professional development courses for staff and other service providers in the area. We continue to support our nurses in achieving European Palliative Care Certification and Post Graduate part-time courses at local Universities when desired.

### **Financial Review**

Our fundraising model has matured somewhat in that the committee have not had to directly raise any funds for some time. Donations" in lieu of flowers" or "in memory of" are now the main source of income which is satisfactory at present.

The directors have delivered on retention of a suitable reserve amounting to (at least) six months running costs, thus allowing for expansion of services in the Mourne area..

### **Financial Results**

At the end of the financial year the company has assets of £275,887 (2022 - £178,991) and liabilities of £14,832 (2022 - £5,422). The net assets of the company have increased by £87,486.

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### **Principal Risks and Uncertainties**

The directors have considered the major risks to which the charity is exposed.

Major risks which have been identified and discussed by the directors include:

- 1 Loss of reputation, perhaps due to adverse publicity or service failures, leading to a fall in public confidence in the charity and a consequent reduction in voluntary income
- 2 Increase in services by other sectors such as Marie -Curie might have a destabilising effect
- 3 Recruitment of sufficiently skilled and qualified staff to deliver care
- 4 Injury to Lone Working Staff is an ongoing risk and policies are in place to mitigate same
- 5 After a hiatus in 2020 caused by the global pandemic we resumed normal service in 2021 and have since expanded into a new district, Rathfriland, Hilltown & Mayobridge (RHM), and plan further expansion in the Mourne area in 2024.

The Directors take all appropriate steps to moderate and manage the operational risks to which volunteers, staff and assets of Life and Time are exposed.

Having considered all the identified risks, the Directors do not consider there to be a risk to the on-going status of the organisation at this time

### **Future Developments**

Life and Time intends to continue its work in small community group settings. A standard format of talk/ discussion has been developed so it can be delivered by any member of the committee. This was interrupted by COVID but has since been reinstated.

Life and Time plans to continue provision of its service within the Warrenpoint, Burren & Rostrevor (WBR) and Rathfriland, Hilltown & Mayobridge (RHM) areas and has met with stakeholders in the Mourne area, held public meetings and commenced recruitment of staff with a view to expansion into that area in 2024.

We aim to increase awareness and provide education within our community with regard to all aspects of palliative and end of life care through the medium of public meetings, social media and our website. Covid affected our ability to deliver public education events however we have been able to reengage with our communities through these mediums.

We are currently rolling out a new pilot for a new facet of the service, Family Outreach Support, which will mean that any family referred to Life & Time, will have a limited number of visits from a L&T appointed Social Worker/counsellor to help support them whilst a family member is being given End of Life Care.

### **Directors**

The directors who served throughout the financial year, except as noted, were as follows:

Dr Henry McLaughlin  
Mr Brian Scullion  
Mr Martin McGinn (Resigned 23 May 2024)  
Mr John McGinn

### **Compliance with Sector-Wide Legislation and Standards**

The company engages pro-actively with legislation, standards and codes which are developed for the sector. Life and Time subscribes to and is compliant with the following:

- The Companies Act 2006
- The Charities SORP (FRS 102)

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## DIRECTORS' ANNUAL REPORT

for the financial year ended 30 September 2023

approved by the Board of Directors on 14 June 2024 and signed on its behalf by:



Dr Henry McLaughlin

Director *Brian Scullion*

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Brian Scullion

Director *John McGinn*

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Mr John McGinn

Director

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## STATEMENT OF DIRECTORS' RESPONSIBILITIES

for the financial year ended 30 September 2023

The directors are responsible for preparing the financial statements in accordance with applicable law and regulations.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law) including FRS102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland". Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of the net income or expenditure of the company for that period.

In preparing these financial statements, the directors are required to:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether the financial statements have been prepared in accordance with the relevant financial reporting framework, identify those standards, and note the effect and the reasons for any material departure from those standards; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in operation.

The directors confirm that they have complied with the above requirements in preparing the financial statements.

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

Approved by the Board of Directors on 14 June 2024 and signed on its behalf by:



Dr Henry McLaughlin  
Director

Brian Scullion

Mr Brian Scullion  
Director

John McGinn

Mr John McGinn  
Director