

HOLBEACH & EAST ELLOE HOSPITAL TRUST

TRUSTEE'S REPORT

AND

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31st MARCH 2018



COMPANY NUMBER 2363592

CHARITY NUMBER 701458

HOLBEACH & EAST ELLOE HOSPITAL TRUST

STATEMENT OF PARTICULARS

Patron	Lord Taylor of Holbeach CBE
Trustees acting as the Management Committee	Mr C Penney Mr N Adcock Mrs E Ambrose Mr A Bines Mr M Brett – <i>appointed September 2017</i> Mrs L Chester – <i>appointed June 2017, resigned March 2018</i> Mrs D Ellerbroek Mr K Ellerbroek – <i>resigned September 2017</i> Mrs J Garner – <i>appointed September 2017</i> Mr A Inns Mrs J Ruck Lady J Taylor – <i>appointed February 2018</i>
Senior Management	Mrs M Winch (Manager)
Company Secretary	Mrs S A Inns (Finance Manager)
Registered Office	Holbeach Hospital Boston Road North Holbeach Lincolnshire PE12 8AQ
Charity Number	701458
Company Number	02363592
Auditors	Moore Thompson Chartered Accountants Bank House Broad Street Spalding Lincolnshire PE11 1TB
Bankers	Lloyds Bank plc Hall Place Spalding Lincolnshire PE11 1SE
Investors	Money Minder Financial Services The Old Ale House 41 Boston Road Sleaford Lincolnshire NG34 7ER

HOLBEACH & EAST ELLOE HOSPITAL TRUST

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2018

The Trustees, who are also Directors for the purposes of the Companies Act, present their report and financial statements of the charity for the year ended 31 March 2018.

Legal and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements and the Statement of Recommended Practice – Accounting and Reporting by Charities.

Objectives, Activities and Public Benefit

The objectives of the Trust are relief, care and assistance of persons irrespective of colour, race or creed, suffering from any form of sickness or incapacity and the advancements of education, provision of facilities in the interests of social welfare for recreation and leisure time occupation for the benefit of the community and in particular, but without prejudice, to the generality of the foregoing with the object of improving the condition of life of the inhabitants of the area formerly comprised in the East Elloe Rural District and the surrounding neighbourhood.

The Trustees are highly conscious of the need to provide the best public benefit by constantly reviewing and improving standards and this is undertaken in a number of ways.

- ❖ Fee increases are kept to an absolute minimum in order to allow the nursing home to be used by the widest demographic
- ❖ The nursing home has at its heart the care and needs of its residents irrespective of colour, race, creed or wealth
- ❖ In the current year a percentage of available beds has been occupied by self-funding residents
- ❖ Provision of services are not limited to nursing and residential care, in addition to these, the charity facilitates other medical services including Physiotherapy, Chiropody and Warfarin clinics as well as Day Care

Achievements and Performances

Karl Ellerbroek stepped down in September 2017 as a Trustee after supporting the Trust for many years and holding positions of Chair and Treasurer. It is also with much regret that the Trust has to announce that Lesley Chester has stepped down due to ill health. The Trustees would like to thank them both and wish them well. The Board of Trustees welcome three new Trustees, Mike Brett, Jean Garner and Lady Julia Taylor.

It is also with regret that the charity has to announce that Julia Bobey, who joined us in March 2017, as Deputy Manager, will leaving us in June 2018.

During the year under review the Trust continues to work towards its objectives by the continuing provision of Nursing Home facilities to the residents of Holbeach and East Elloe and the provision of services to the Lincolnshire Clinical Commissioning Groups (CCGs), formerly the Lincolnshire Primary Care Trust. Despite the current economic climate the Nursing Home continues to progress and thrive.

The Trust has successfully bid, in March 2018, for a block contract with Lincolnshire County Council to provide a further 3 Transitional Care and Reablement beds starting in April 2018 and continues until August 2019. This brings our total to 6 Transitional Care and Reablement beds.

HOLBEACH & EAST ELLOE HOSPITAL TRUST

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2018

Achievements and Performances, continued

The Day Care Centre continues to provide care and support for the Service Users and their carer's and is open Tuesdays to Thursdays. The Agreement with Lincolnshire County Council to provide Day Care Services continues until 31st October 2018.

Our Activities Coordinators continue to provide activities and enrichment for the residents of Holbeach Hospital. The Trust has integrated its residents and Day Care visitors during these activities, benefitting all those participating. Developing and sharing ideas, with a local Nursing Home, Beech Lodge, culminating in a visit (reciprocal visits due in 2018). Resident welfare is enhanced by trips into the local community and further afield with visiting entertainers and pastoral outreach from the local churches coming to the Nursing Home. Photographs are displayed on a new "door board", all visible at different heights, and then they finally make their way into a scrapbook.

Food Taster days have proved to be popular and constructive in broadening the menus and the new blender/blixer has been a resounding success.

The Physiotherapy department continues to be well subscribed and the Trust strives to maintain low waiting times.

As reported at the last AGM the Trustees made a difficult decision in that the clinics could no longer continue to be held at Holbeach Hospital. The Trustees and Pilgrim Hospital agreed to phase these out during August 2017.

To keep the hospital fit for purpose, a comprehensive programme of refurbishment continues on a rolling basis.

The gradual programme of changing standard light bulbs to energy saving ones continues and units are changed as and when required.

The Trustees are pleased to announce that significant savings continue to be made on heating costs with the two biomass boilers. Through the Government's Renewable Heat Incentive (RHI), the Trust has received £22,392 for the year.

A major project commenced in September 2017, Phase 1, to extend the number of bedrooms available to the local community from 39 to 47. Three bedrooms downstairs by remodelling the old clinic area and five upstairs above them. Holbeach Hospital League of Friends have pledged to pay for the furnishing of the three downstairs bedrooms. A new fire alarm system has been included in Phase 1. Work is expected to be completed in August 2018.

General Data Protection Regulations (GDPR) that became law in April 2016 came into force on 25th May 2018. It governed the security of all types of data held under all formats and their location. The Trust is required to ensure express, rather than implied, permissions are obtained and to inform when any data held will be destroyed in accordance with the policies and procedures. These policies and procedures also define how an individual can request to see their data, request to be "forgotten" and what happens should a breach of security occur including a cyber breach. Our digital data is continually being stored and encrypted and manual data held securely.

HOLBEACH & EAST ELLOE HOSPITAL TRUST

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2018

Achievements and Performances, continued

We have included cyber insurance as an add-on package to our general insurance should a breach occur. The Trust continues to monitor and audit its obligations under the Act.

Financial Review

During the year, the Trust raised £2,091,016 from the general public, Local Government and other agencies to carry out the projects mentioned earlier. The Trust used £1,614,777 in the current year. There was a gain in investments in the year of £4,396 which overall has led to net incoming resources of £480,635. This has meant the Trust has increased its total reserves to £2,413,554. Of this total figure £1,166,170 relates to restricted reserves leaving £1,247,384 attributable to general reserves.

Principal Funding Services

The principal funding sources for the Trust are currently by way of the income from residents, the Lincolnshire Clinical Commissioning Groups (CCGs) and the Social Services and donations.

Plans for Future Periods

The intention of the Trust is to continue to raise funds for the continuing provision of the objective of improving the condition of life of the inhabitants of the area formerly comprised in the East Elloe Rural District and the surrounding neighbourhood.

Whilst it is noted that the Trust continues to thrive as a going concern, it must be noted that the relevant Government bodies generally will only award contracts for 1 or 2 years. However, continuous discussion will ensure that we are aware of any changes well in advance and currently the Trustees have no reason to expect that these contracts will not be renewed on an annual basis as in the past.

The increases in National Living Wage and Employer Pension Contributions has had a significant effect on the costs of the Trust, and the Trustees continue to explore other ways to make savings and increase income.

The plans for the Annexe, Phase 2, of 8 bedrooms, which will be connected to the Nursing Home via the Anne Waltham Unit, is currently planned to commence in the late Autumn of 2018. Planning permission has been granted by South Holland District Council and the Trustees continue to seek funding from outside sources.

During 2018/19 some major and minor remodelling and reconstruction will be conducted. Minor remodelling has partly resulted from the implementation of GDPR on 25th May 2018 with the following areas affected: Archive, Main Nurses Office, Ann Waltham Nurses Station and Administration Office. Major remodelling will transform the Day Care Room into a new Staff Room with all facilities in one area rather than in different locations around the Nursing Home, the old Staff Room into a Meeting Room and Day Room 2 into the new Hobby and Activities Lounge.

Structure, Governance and Management

Governing Document

The Trust is governed by a Memorandum and Articles of Association under the Companies Act 1985. The Trust is a company limited by Guarantee and does not have any Share Capital. It was incorporated on 21 March 1989 and is a registered charity.

HOLBEACH & EAST ELLOE HOSPITAL TRUST

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2018

Structure, Governance and Management, continued

Appointment of Trustees

The Trustees who have served during the year and since the year end are set out on page 1. The Board of Trustees have the general control and management of the administration of the Trust. Prospective Trustees are nominated before appointment and, after serving as a Member, are then eligible for nomination and appointment to the Board of Trustees Council of Management as a Trustee.

Trustee Induction and Training

New Trustees undergo orientation sessions which include observation at a Council of Management Meeting prior to becoming a Trustee, visiting the Registered Office of the Trust to familiarise themselves in the way the organisation carries out its day-to-day duties and implements decisions. Business planning, the Memorandum and Articles of Association and Financial Performance are also covered. Trustees are encouraged to attend external training events which assist them in undertaking their role.

Organisation

The constitution states the composition of the Board of Trustees. A Manager is appointed by the Trustees to manage the day-to-day operations of the Trust. The Trustees have examined the major strategic business and operational risks which the Trust faces and confirm that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen these risks.

Trustees and volunteers

The Trust acknowledges the valuable assistance of the many volunteers who give freely their time to help the older generation, ranging from help with practical jobs, driving the minibus, and bereavement counselling.

The Trust acknowledges the Holbeach & East Elloe Hospital League of Friends whose continued support enhances the charity's work in the care of the residents.

The League of Friends' charity shop continues to thrive and is a real asset to the Trust as they help fund the purchase of a variety of equipment, furnishings and accessories (to the value of £15,107 this financial year) that benefit the residents and aid the Trust in providing the high standard of care they deserve.

Reserves Policy

It is the policy of the Trust to maintain unrestricted funds, which are free reserves (funds not committed or invested in tangible fixed assets) of the Trust at a level of between 3 and 6 months of resources expended. At this level, the Council of Management feel that they would be able to continue the current activities of the charity, in the event of a significant drop in funding. The Trustees are constantly investigating various funding sources to safeguard the activities of the Trust.

In January 2016, the Trustees decided to invest £148,500 in various share investments and this has shown to be the right decision. The valuation of the investment at the year end as shown in these accounts is £140,026, after selling shares to the value of £48,576 in February 2018.

HOLBEACH & EAST ELLOE HOSPITAL TRUST

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2018

Trustees' responsibilities in relation to the financial statements

The trustees are responsible for preparing the annual report and the financial statements in accordance with applicable law and United Kingdom Accepted Accounting Practice.

Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. In preparing those financial statements, the trustees are required to :

- a) select suitable accounting policies and then apply them consistently
- b) make judgements and estimates that are reasonable and prudent
- c) state whether applicable accounting standard and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements: and
- d) prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with applicable law and regulations.

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.

Each trustee has taken steps that they ought to have taken as a trustee in order to make themselves aware of any relevant audit information and to establish that the company's auditors are aware of that information.

The trustees confirm that all relevant information has been disclosed to the auditors.

Auditors

A resolution proposing Moore Thompson be re-appointed as auditors will be put to the Annual General Meeting.

Approval

This report was approved by the trustees on 5th September 2018 and signed on their behalf.



Mrs S A Inns
Company Secretary

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF

HOLBEACH & EAST ELLOE HOSPITAL TRUST

YEAR ENDED 31 MARCH 2018

Opinion

We have audited the financial statements of Holbeach & East Elloe Hospital Trust (the 'charitable company') for the year ended 31st March 2018 which comprise the statement of income and retained earnings, statement of financial position, cash flow statement and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charitable company's trustees, as a body, in accordance with chapter 3 of part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31st March 2018 and of its surplus for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

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

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF

HOLBEACH & EAST ELLOE HOSPITAL TRUST

YEAR ENDED 31 MARCH 2018

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, except to the extent otherwise explicitly stated in our report, 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.

Opinions on other matters 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 trustees' report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the trustees' report 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 charitable company 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 Companies Act 2006 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 of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the trustees' report and from the requirement to prepare a strategic report.

Responsibilities of Trustees

As explained more fully in the trustees' responsibilities statement, 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.

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF

HOLBEACH & EAST ELLOE HOSPITAL TRUST

YEAR ENDED 31 MARCH 2018

Responsibilities of Trustees, continued

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

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.

As part of an audit in accordance with ISAs (UK), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.
- Conclude on the appropriateness of the trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charitable company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the charitable company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF

HOLBEACH & EAST ELLOE HOSPITAL TRUST

YEAR ENDED 31 MARCH 2018

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

A handwritten signature in black ink, appearing to read 'Kenneth Maggs', with a large, stylized flourish underneath.

Kenneth Maggs (Senior Statutory Auditor)

For and on behalf of
Moore Thompson
Chartered Accountant & Statutory Auditor
Bank House
Broad Street
Spalding
PE11 1TB

Dated: 6 September 2018

HOLBEACH & EAST ELLOE HOSPITAL TRUST

STATEMENT OF FINANCIAL ACTIVITIES

including Income & Expenditure Account

YEAR ENDED

31 MARCH 2018

					<u>Unrestricted</u> <u>General</u> <u>Funds</u>	<u>Restricted</u> <u>Funds</u>	<u>Total</u> <u>Funds</u> <u>2018</u>	<u>Total</u> <u>Funds</u> <u>2017</u>
			Notes		£	£	£	£
Income from:								
Donations, Legacies and Grants			2		27,583	599,911	627,494	70,208
Charitable Activities			3		1,425,486	-	1,425,486	1,456,945
Investment Income			4		11,901	-	11,901	12,562
Raising Funds					-	2,158	2,158	1,164
Other Income			5		23,977	-	23,977	29,209
Total Income					1,488,947	602,069	2,091,016	1,570,088
Expenditure on:								
Raising Funds					-	476	476	163
Charitable Activities			6		1,569,815	44,486	1,614,301	1,533,406
Total Expenditure					1,569,815	44,962	1,614,777	1,533,569
Net Gains / (Losses) on Investments					4,396	-	4,396	30,081
Net Income					(76,472)	557,107	480,635	66,600
Transfers Between Funds					(224)	224	-	-
Net Movement in Funds					(224)	224	-	-
Reconciliation of Funds:								
Fund Balances brought forward					1,324,080	608,839	1,932,919	1,866,319
Fund Balances carried forward			16		1,247,384	1,166,170	2,413,554	1,932,919

All income and expenditure derive from continuing activities.

The Statement of Financial Activities includes all gains and losses recognised during the year.

The notes on pages 14 - 32 form part of these financial statements.

HOLBEACH & EAST ELLOE HOSPITAL TRUST

STATEMENT OF FINANCIAL POSITION


YEAR ENDED

31 MARCH 2018

				<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>	<u>Total</u>
				<u>General</u>	<u>Funds</u>	<u>Funds</u>	<u>Funds</u>
				<u>Funds</u>		<u>2018</u>	<u>2017</u>
			Notes	£	£	£	£
Fixed Assets							
Tangible Assets			9	574,057	730,742	1,304,799	979,906
Investments			10	140,026	-	140,026	183,756
				714,083	730,742	1,444,825	1,163,662
Current Assets							
Stocks			11	14,030	-	14,030	9,416
Debtors: Amounts falling due within one year /			12	369,097	116,593	485,690	380,684
Cash at Bank and in Hand			14	298,177	81,236	379,413	450,870
				681,304	197,829	879,133	840,970
Non-Current Assets							
Debtors: Amounts falling due after one year			13	-	243,750	243,750	-
Creditors							
Amounts falling due within one year			15	148,003	6,151	154,154	71,713
Net Current Assets				533,301	435,428	968,729	769,257
Net Assets			16	1,247,384	1,166,170	2,413,554	1,932,919
Total Funds			16	1,247,384	1,166,170	2,413,554	1,932,919

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and in accordance with FRS 102 'The Financial Reporting Standards applicable in the UK and Republic of Ireland'.

These financial statements were approved by the Trustees on 5th September 2018 under authority delegated by the board and signed on their behalf.



Norman Adcock
Trustee

Company Registration Number 2363592

HOLBEACH & EAST ELLOE HOSPITAL TRUST

CASHFLOW STATEMENT

YEAR ENDED

31 MARCH 2018

	2018 £	2017 £
Cash flow from operating activities		
Net income	480,635	66,600
Investment income	(11,901)	(12,562)
Depreciation	66,081	68,091
Loss/(gain) on revaluation of investments	(4,396)	(30,081)
Loss/(profit) on disposal of fixed assets	983	184
Decrease/(increase) in stocks	(4,614)	23
Decrease/(increase) in debtors	(348,756)	23,139
(Decrease)/increase in creditors	82,440	15,900
Interest paid	-	-
Net cash flow from operating activities	<u>260,472</u>	<u>131,294</u>
Cash flow from investing activities		
Payments to acquire tangible fixed assets	(392,387)	(65,723)
Receipts from sales of tangible fixed assets	430	-
Payments to acquire investments	-	-
Receipts from sales of investments	48,576	-
Interest received	11,452	12,194
Dividends received	-	-
Net cash flow from investing activities	<u>(331,929)</u>	<u>(53,529)</u>
Net increase / (decrease) in cash and cash equivalents	(71,457)	77,765
Cash and cash equivalents at 1 April 2017	450,870	373,105
Cash and cash equivalents at 31 March 2018	<u><u>379,413</u></u>	<u><u>450,870</u></u>
Cash and cash equivalents consist of:		
Cash at bank and in hand	<u>379,413</u>	<u>450,870</u>
Cash and cash equivalents at 31 March 2018	<u><u>379,413</u></u>	<u><u>450,870</u></u>

HOLBEACH & EAST ELLOE HOSPITAL TRUST

NOTES TO THE ACCOUNTS

YEAR ENDED

31 MARCH 2018

1 Accounting Policies

General Information

Holbeach & East Elloe Hospital Trust is a company limited by guarantee registered in England and Wales. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £5 per member of the charity. The nature of the charity's operations and principal activities are primarily palliative care including the provision of medical care and treatment, nursing and residential care to the people of the local area.

The registered office of the charity is Holbeach Hospital, Boston Road North, Holbeach, Lincolnshire and is the address from which the charity operates.

Basis of Preparation of Financial Statements

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 Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP FRS 102)), the Financial Reporting Standard applicable to the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Holbeach and East Elloe Hospital Trust meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost unless otherwise stated in the relevant accounting policy note(s). The financial statements are presented in sterling which is the functional currency of the charity.

Going Concern

The trustees / directors are of the opinion that the charity is a thriving going concern and the financial statements have been prepared upon that basis. The trustees have considered the level of funds held and the expected level of income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern. However, it should be noted that the relevant Government bodies will only award annual contracts. The trustees / directors have no reason to expect that these contracts will not be renewed annually.

Taxation

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

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 following judgements and estimates have been made in the process of applying the above accounting policies that have had the most significant effect on amounts recognised in the financial statements:

HOLBEACH & EAST ELLOE HOSPITAL TRUST

NOTES TO THE ACCOUNTS

YEAR ENDED

31 MARCH 2018

Judgements and Key Sources of Estimation Uncertainty, continued

Tangible fixed assets - In order to calculate depreciation an estimation must be made of the useful economic life of each asset along with an estimate of the value of the asset at the end of that time based on prices prevailing at the balance sheet date. Details of this item is included within the accounting policies below.

Definition of Funds

Unrestricted General Funds are those available for use at the discretion of the Trustees in the furtherance of the objects of the charity and which have not been designated for other purposes.

Designated Funds are unrestricted funds earmarked by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

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

Endowment Funds represent those assets which must be held permanently by the charity. Income arising on the endowment funds can be used in accordance with the objects of the charity and is included as unrestricted income. Any capital gains or losses arising on the investments form part of the fund. Investment management charges and legal advice relating to the fund are charged against the fund.

Income Recognition

All incoming resources are included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

Donated facilities and donated professional services are recognised in income at their fair value when their economic benefit is probable, it can be measured reliably and the charity has control over the item. Fair value is determined on the basis of the value of the gift to the charity. For example the amount the charity would be willing to pay in the open market for such facilities and services. A corresponding amount is recognised in expenditure.

No amount is included in the financial statements for volunteer time in line with the SORP (FRS 102).

Where practicable, gifts in kind donated for distribution to the beneficiaries of the charity are included in stock and donations in the financial statements upon receipt. If it is impracticable to assess the fair value at receipt or if the costs to undertake such a valuation outweigh any benefits, then the fair value is recognised as a component of donations when it is distributed and an equivalent amount recognised as charitable expenditure.

Fixed asset gifts in kind are recognised when receivable and are included at fair value. They are not deferred over the life of the asset.

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Income Recognition, continued

For legacies, entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received. At this point income is recognised. On occasion legacies will be notified to the charity however it is not possible to measure the amount expected to be distributed. On these occasions, the legacy is treated as a contingent asset and disclosed.

The charity receives government grants in respect of insert detail. Income from government and other grants are recognised at fair value when the charity has entitlement after any performance conditions have been met, it is probable that the income will be received and the amount can be measured reliably. If entitlement is not met then these amounts are deferred.

Investment income is earned through holding assets for investment purposes such as shares and property. It includes dividends, interest and rent. Where it is not practicable to identify investment management costs incurred within a scheme with reasonable accuracy the investment income is reported net of these costs. It is included when the amount can be measured reliably. Interest income is recognised using the effective interest method and dividend and rent income is recognised as the charity's right to receive payment is established.

Resources Expended

Expenditure is included on an accruals basis, and has been classified under operational headings which reflect the general organisation of the charity. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably.

Costs of generating funds includes all expenditure incurred in generating income for use by the charity.

Fundraising costs includes expenditure relating to raising the profile of the charity and fundraising activities.

Charitable activities include the costs of the activities defined by the charity's aims for the benefit of the persons sited in the charity objects. Costs of charitable activities includes the direct costs of the activities and depreciation on related assets. Where such assets relate to more than one functional cost category, they have been allocated on either an estimate time or floor space basis, as appropriate.

Resources expended are allocated to the particular activity where the costs relates directly to that activity. Staff are allocated to a particular activity, but where they spend time on an alternative activity, their cost is time apportioned.

Support costs comprises of costs for the running of the charity itself as an organisation and are allocated between the activities of the charity on the same basis as described above.

Governance costs include the costs of governance arrangements which relate to the general running of the Charity as opposed to the direct management functions inherent in generating funds. These activities provide the governance infrastructure which allow the Charity to operate and to generate the information required for public accountability. They also include the strategic planning processes that contribute to the development of the Charity.

Operating leases

Rental costs under operating leases are charged to the Statement of Financial Activities on a straight line basis over the term of the lease.

Stock

Stocks are valued at the lower of cost or net realisable value.

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Value Added Tax

Currently, Value Added Tax is not recoverable by the Charity and as such is included in the relevant costs in the Statement of Financial Activities.

Fixed Assets

Fixed assets are included at cost, less accumulated depreciation.

Depreciation of Tangible Fixed Assets

Tangible Fixed Assets are stated at cost or valuation 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 basis :

Equipment and fixtures	-	20% per annum straight line
Office Equipment	-	20% per annum straight line
Security Equipment	-	10% per annum straight line
Leasehold improvements	-	4% per annum reducing balance
Land	-	NIL
Freehold property	-	4% per annum reducing balance

Investments

Investments are recognised initially at fair value which is normally the transaction price excluding transaction costs. Subsequently, they are measured at fair value with changes recognised in 'net gains / losses on investments' in the SoFA if the shares are publicly traded or their fair value can otherwise be measured reliably. Current asset investments are short term highly liquid investments and are held at fair value. These include cash on deposit and cash equivalents with a maturity of less than one year. Other investments are measured at cost less impairment.

Provisions

Provisions are recognised when the charity has an obligation at the balance sheet date as a result of a past event, it is probable that an outflow of economic benefits will be required in settlement and the amount can be reliably estimated.

Impairment

Assets not measured at fair value are reviewed for any indication that the asset may be impaired at each balance sheet date. If such indication exists, the recoverable amount of the asset, or the asset's cash generating unit, is estimated and compared to the carrying amount. Where the carrying amount exceeds its recoverable amount, an impairment loss is recognised in profit and loss unless the asset is carried at a revalued amount where the impairment loss is a revaluation decrease.

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2 Donations, Legacies and Grants

	<u>Unrestricted</u> <u>General</u> <u>Funds</u>	<u>Restricted</u> <u>Funds</u>	<u>Total</u> <u>Funds</u> <u>2018</u>	<u>Total</u> <u>Funds</u> <u>2017</u>
	£	£	£	£
General Donations	26,873	591,022	617,895	55,380
Legacies	710	-	710	14,828
Grants received	-	8,889	8,889	-
	27,583	599,911	627,494	70,208

3 Charitable Activities

	<u>Unrestricted</u> <u>General</u> <u>Funds</u>	<u>Restricted</u> <u>Funds</u>	<u>Total</u> <u>Funds</u> <u>2018</u>	<u>Total</u> <u>Funds</u> <u>2017</u>
	£	£	£	£
Fees received from Nursing Home	1,069,619	-	1,069,619	1,027,324
- GP Beds	262,800	-	262,800	325,000
- Physiotherapy	63,109	-	63,109	58,540
- Outpatient Clinics	8,526	-	8,526	22,573
- Day Care	21,432	-	21,432	23,508
	1,425,486	-	1,425,486	1,456,945

4 Investment Income

	<u>Unrestricted</u> <u>General</u> <u>Funds</u>	<u>Restricted</u> <u>Funds</u>	<u>Total</u> <u>Funds</u> <u>2018</u>	<u>Total</u> <u>Funds</u> <u>2017</u>
	£	£	£	£
Interest	11,452	-	11,452	12,194
Dividends	449	-	449	368
	11,901	-	11,901	12,562

5 Other Income

	<u>Unrestricted</u> <u>General</u> <u>Funds</u>	<u>Restricted</u> <u>Funds</u>	<u>Total</u> <u>Funds</u> <u>2018</u>	<u>Total</u> <u>Funds</u> <u>2017</u>
	£	£	£	£
Renewable Heat Incentive (RHI)	22,392	-	22,392	25,923
Other income	1,585	-	1,585	3,286
	23,977	-	23,977	29,209

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6 Charitable Activities

	<u>Unrestricted</u> <u>General</u> <u>Funds</u>	<u>Restricted</u> <u>Funds</u>	<u>Total</u> <u>Funds</u> <u>2018</u>	<u>Total</u> <u>Funds</u> <u>2017</u>
	£	£	£	£
Human Resources				
Staff Costs	1,275,456	-	1,275,456	1,192,122
Recruitment	1,920	-	1,920	9,387
Company Pension Scheme	9,759	-	9,759	8,982
Cost of Uniforms	1,582	-	1,582	3,592
Course fees	4,713	774	5,487	3,053
Travel expenses	691	-	691	559
Staff welfare	1,127	700	1,827	885
Facilities				
Rates	9,758	-	9,758	8,596
Insurances	19,482	-	19,482	19,690
Lighting and heating (as adjusted by stocks)	34,918	-	34,918	38,694
Telephone expenses	2,591	-	2,591	2,182
Stationery, postage, printing and advertising (as adjusted by stocks)	7,228	18	7,246	8,065
Repairs and Maintenance	27,423	-	27,423	24,930
Equipment Hire	19,936	156	20,092	17,236
Other Costs	575	188	763	810
Consumables (as adjusted by stocks)	39,434	534	39,968	44,480
Food (as adjusted by stocks)	35,849	-	35,849	37,209
Registration fees	5,811	-	5,811	5,395
Clinical Waste Disposal costs	14,391	-	14,391	13,357
Subscription and Sundry Expenses	301	-	301	1,178
Computer Expenses	5,194	-	5,194	4,731
Minibus Expenses	2,624	-	2,624	4,492
Capital Costs				
Audit fees	6,160	-	6,160	3,480
Consultancy fees	6,514	-	6,514	5,669
Professional fees	8,576	-	8,576	3,582
Legal fees	900	-	900	-
Companies House registration fee	13	-	13	13
Other registration fees - DP, MPLC, PRS/PPL/GSF	557	-	557	547
Trustees insurance	642	-	642	713
Bank charges	742	-	742	73
Depreciation	24,127	41,954	66,081	68,091
(Profit)/Loss on Asset Disposals	821	162	983	184
Bad debt written off	-	-	-	1,429
	<u>1,569,815</u>	<u>44,486</u>	<u>1,614,301</u>	<u>1,533,406</u>

Costs directly attributable to an activity have been analysed to that activity. All other support costs have been apportioned to each activity.

Included within charitable activities are investment managers' fees amounting to £1,400 (2017 £1,836).

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Analysis of expenditure between activities

	Staff costs £	Facilities £	Capital costs £	Total £
Provision of - Nursing Home	813,804	151,625	43,078	1,008,507
- GP Beds	350,429	52,283	15,020	417,732
- Physiotherapy	53,186	10,051	3,661	66,898
- Outpatients	5,094	1,189	-	6,283
- Day Care	29,998	11,263	4,322	45,583
- Support & Governance	44,211	-	25,087	69,298
	<u>1,296,723</u>	<u>226,411</u>	<u>91,168</u>	<u>1,614,301</u>

7 Net incoming resources

This is stated after charging :

	<u>2018</u> £	<u>2017</u> £
Depreciation of tangible fixed assets	66,081	68,054
Loss/(Profit) on Fixed Asset Disposals	983	184
Audit fees and other services	<u>6,160</u>	<u>3,480</u>

8 Staff Costs

No Trustee received any remuneration or benefits during the year.

Staff Costs were as follows :

	<u>2018</u> £	<u>2017</u> £
Wages and salaries	1,206,028	1,127,809
Social Security Costs	69,428	64,313
Pension Costs	9,759	8,982
	<u>1,285,215</u>	<u>1,201,104</u>

The average monthly number of staff employed by the Charity during the year was as follows :

	No.	No.
Key management personnel	4	3
Administrative	4	4
Hospital Services	84	84
	<u>92</u>	<u>91</u>

No employee had emoluments in excess of £60,000 (2017 - nil).

The number of key management personnel employed by the charity during the year amount to 4 (2017 - 3). The remuneration received by these key management personnel during the year was as follows:

	<u>2018</u> £	<u>2017</u> £
Key management personnel	<u>138,782</u>	<u>94,186</u>

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9 Schedule of Fixed Assets

All assets are for use by the Charity in the furtherance of its objects.

	FREEHOLD PREMISES	ASSET IN THE COURSE OF CONSTRUCTION	LAND	SECURITY EQUIPMENT	FIXTURES, FITTINGS AND EQUIPMENT	OFFICE EQUIPMENT	TOTAL
Cost as at 1st April 2017	1,472,719	49,666	4,199	15,561	494,789	26,341	2,063,275
Additions	23,850	341,265	-	-	15,584	11,688	392,387
Disposals	(400)	-	-	-	(7,961)	(4,432)	(12,793)
Cost as at 31st March 2018	1,496,169	390,931	4,199	15,561	502,412	33,597	2,442,869
Depreciation as at 1st April 2017	609,233	-	-	13,846	437,248	23,042	1,083,369
Depreciation Charge for Year	35,498	-	-	281	26,718	3,584	66,081
Depreciation written off on disposals	(400)	-	-	-	(6,650)	(4,330)	(11,380)
As at 31st March 2018	644,331	-	-	14,127	457,316	22,296	1,138,070
Net Book Value at 31st March 2018	851,838	390,931	4,199	1,434	45,096	11,301	1,304,799
Net Book Value at 31st March 2017	863,486	49,666	4,199	1,715	57,541	3,299	979,906

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10 Fixed asset investments

	Listed investments	Other investments	Total 2018	Total 2017
	£	£	£	£
Cost or valuation:				
At 1 April 2016	183,757	-	183,757	153,307
Accumulation Shares	449	-	449	368
Disposals	- 48,576	- -	48,576	-
Revaluation	4,396	-	4,396	30,081
	140,026	-	140,026	183,756

Analysis of investments

Open-ended investment company funds	37,363		37,363	43,224
Unit trusts	102,663		102,663	140,532
	140,026	-	140,026	183,756

11 Stocks

	Unrestricted General Funds	Restricted Funds	Total Funds 2018	Total Funds 2017
	£	£	£	£
Stock of Food	3,318	-	3,318	2,096
Stock of Consumables	2,734	-	2,734	1,381
Stock of Stationery	3,593	-	3,593	3,203
Stock of Heating Oil	4,385	-	4,385	2,736
	14,030	-	14,030	9,416

12 Debtors: Amounts falling due within one year

	Unrestricted General Funds	Restricted Funds	Total Funds 2018	Total Funds 2017
	£	£	£	£
Debtors for Charitable Services	108,014	300	108,314	88,376
Interest Debtor	1,608	-	1,608	2,022
Other Debtors	10,430	-	10,430	18,027
Accrued Income Debtor	-	116,250	116,250	-
Prepayments and Accrued Income	24,045	43	24,088	22,259
Repayable grants	225,000	-	225,000	250,000
	369,097	116,593	485,690	380,684

HOLBEACH & EAST ELLOE HOSPITAL TRUST

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13 Debtors: Amounts falling due after one year

	Unrestricted	Restricted	Total	Total
	General	Funds	Funds	Funds
	Funds		2018	2017
	£	£	£	£
Accrued Income Debtor	-	243,750	243,750	-
	-	243,750	243,750	-

14 Cash at Bank and in Hand

	Unrestricted	Restricted	Total	Total
	General	Funds	Funds	Funds
	Funds		2018	2017
	£	£	£	£
Current Account	(58,326)	70,356	12,030	10,629
Deposit Account	251,557	10,880	262,437	183,387
Money Markets - long term deposits	-	-	-	125,000
Lloyds Bank 32 days notice	104,311	-	104,311	78,582
United Trust Bank - 6 months notice	-	-	-	52,575
Cash in Hand	623	-	623	697
Card Payments Received	12	-	12	-
	298,177	81,236	379,413	450,870

15 Creditors: Amounts falling due within one year

	Unrestricted	Restricted	Total	Total
	General	Funds	Funds	Funds
	Funds		2018	2017
	£	£	£	£
Trade Creditors	114,926	6,273	121,199	34,986
Taxation and Social Security	16,788	-	16,788	15,856
Accruals and deferred income	5,835	(281)	5,554	13,382
Residents Fund - raffle proceeds	4,131	-	4,131	3,831
Receipts in advance	4,373	159	4,532	1,832
Sundry Creditors	1,950	-	1,950	1,826
	148,003	6,151	154,154	71,713

HOLBEACH & EAST ELLOE HOSPITAL TRUST

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**16 Summary Analysis of Net Assets
Between Funds**

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>	<u>Total</u>
	<u>General</u>	<u>Funds</u>	<u>Funds</u>	<u>Funds</u>
	<u>Funds</u>		<u>2018</u>	<u>2017</u>
	£	£	£	£
Tangible Fixed Assets	574,057	730,742	1,304,799	979,906
Fixed Asset Investments	140,026	-	140,026	183,756
Debtors: Amounts falling due within one year	369,097	116,593	485,690	380,684
Debtors: Amounts falling after one year	-	243,750	243,750	-
Cash at Bank and in Hand	298,177	81,236	379,413	450,870
Stocks	14,030	-	14,030	9,416
Other Creditors	(148,003)	(6,151)	(154,154)	(71,713)
	1,247,384	1,166,170	2,413,554	1,932,919

17 Movements in Funds

	<u>At 1 April</u>	<u>Incoming</u>	<u>Outgoing</u>	<u>Transfers</u>	<u>At 31 March</u>
	<u>2017</u>	<u>Resources</u>	<u>Resources</u>		<u>2018</u>
	£	£	£	£	£
Restricted Funds					
The Anne Waltham Fund	259,328	-	10,357	-	248,971
League of Friends Equipment Fund	93,328	12,895	21,482	8	84,749
The Tripos Air Mattress Fund	368	-	-	-	368
Anne Waltham Unit Fund	2,827	115	213	-	2,729
Hospital Purchase Appeal Fund	124,967	-	4,999	-	119,968
Walk-in wet room fund	5,061	-	202	-	4,859
Garden Bench fund	605	-	-	-	605
Syringe Driver fund	27	-	-	-	27
Linen Trolley fund	1	-	-	-	1
Kitchen equipment fund	808	-	419	16	405
Dayroom 2	430	-	114	-	316
Bedroom furniture	475	-	-	-	475
Medical equipment	145	142	-	-	287
Minibus	1	-	-	(1)	-
Patients Comforts Fund	16,750	50	612	1	16,189
Kitchen refurbishment	392	-	16	-	376
Careflex Hydrotilt Chair	1	-	-	-	1
Day Care	2,559	-	361	20	2,218
Physio/DayCare/Training Refurb	7,221	-	288	-	6,933
Fund Raising	4,643	2,158	1,395	37	5,443
Flat Roof Refurb	14,902	-	596	-	14,306
Bluebell Inn	2,454	-	635	-	1,819
Dementia Unit	5,501	-	-	-	5,501
T Eells - TV	50	-	50	-	-
Storage Unit	13,484	-	540	-	12,944
Garden	111	-	-	-	111
Minibus - purchase of new	1,663	-	555	-	1,108
Projectors	523	-	174	-	349
Balance carried forward	558,625	15,360	43,008	81	531,058

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17 Movements in Funds continued	<u>At 1 April</u> <u>2017</u>	<u>Incoming</u> <u>Resources</u>	<u>Outgoing</u> <u>Resources</u>	<u>Transfers</u>	<u>At 31 March</u> <u>2018</u>
	£	£	£	£	£
Balance brought forward	558,625	15,360	43,008	81	531,058
New Annexe	45,616	297,020	-	100	342,736
Beds for New Annexe	3,000	-	-	-	3,000
Staff Room Refurbishment	600	-	-	-	600
Phase 1 - 3+5 bed project	-	275,800	-	(1)	275,799
Mrs Ely	-	5,000	-	-	5,000
Grant - Bromhead Medical Charity	998	-	480	44	562
Grant - LCC Residential grant	-	7,025	-	-	7,025
Grant - LCC Reablement grant	-	1,864	1,474	-	390
Total Restricted Funds	608,839	602,069	44,962	224	1,166,170
Unrestricted Funds					
General Funds	1,066,823	1,493,343	1,428,206	(224)	1,131,736
Designated					
Maintenance Fund	8,498	-	3,144	-	5,354
Dayroom 2 refurbishment	88	-	-	-	88
Garden	118	-	-	-	118
New Annexe	246,270	-	11,790	(234,480)	0
New Annexe - Decor of new dayroom	500	-	-	-	500
Pond refurbishment	1,783	-	-	-	1,783
Phase 1 - 3+5 bed project	-	-	126,675	234,480	107,805
Total Unrestricted Funds	1,324,080	1,493,343	1,569,815	(224)	1,247,384
TOTAL FUNDS	1,932,919	2,095,412	1,614,777	-	2,413,554

The transfers between funds relates to expenditure incurred by the Unrestricted General Funds on behalf of the Restricted Funds.

HOLBEACH & EAST ELLOE HOSPITAL TRUST

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17 Movements in Funds, continued

	<u>Fixed assets</u>	<u>Bank</u>	<u>Net current assets/(liab)</u>	<u>Balance with General Fund</u>	<u>Net assets</u>
The Anne Waltham Fund	248,626	345	-	-	248,971
League of Friends Equipment Fund	84,749	152	(152)	-	84,749
The Tripos Air Mattress Fund	-	368	-	-	368
Annie Waltham Unit Fund	661	2,068	-	-	2,729
Hospital Purchase Appeal Fund	119,968	-	-	-	119,968
Walk-in wet room fund	4,859	-	-	-	4,859
Garden Bench fund	1	604	-	-	605
Syringe Driver fund	2	25	-	-	27
Linen Trolley fund	1	-	-	-	1
Kitchen equipment fund	405	-	-	-	405
Dayroom 2	316	-	-	-	316
Bedroom Furniture	16	459	-	-	475
Medical equipment	-	287	-	-	287
Patients Comforts	5,303	10,886	-	-	16,189
Kitchen refurbishment	376	-	-	-	376
Careflex Hydrotilt Chair	1	-	-	-	1
Day Care	2,010	808	(600)	-	2,218
Physio/DayCare/Training Refurb	6,933	-	-	-	6,933
Fund Raising	2,837	5,882	(3,276)	-	5,443
Flat Roof Refurb	14,306	-	-	-	14,306
Bluebell Inn	1,819	-	-	-	1,819
Dementia Unit	-	5,501	-	-	5,501
Storage Unit	12,944	-	-	-	12,944
Garden	-	111	-	-	111
Minibus - purchase of new	1,108	-	-	-	1,108
Projectors	349	-	-	-	349
New Annexe	11,790	35,946	-	-	342,736
Beds for New Annexe	-	3,000	-	-	3,000
Staff Room Refurbishment	-	600	-	-	600
Phase 1 - 3+5 Bed Project	210,800	2,079	(2,080)	-	275,799
Mrs Ely	-	5,000	-	-	5,000
Grant - Bromhead Medical Charity	562	-	-	-	562
Grant - LCC Residential grant	-	7,025	-	-	7,025
Grant - LCC Reablement grant	-	90	300	-	390
	730,742	81,236	(5,808)	-	1,166,170

HOLBEACH & EAST ELLOE HOSPITAL TRUST

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18 Controlling Parties

There is no overall controlling party. The trust is Limited by Guarantee to £5 per member.

19 Purposes of Restricted Funds

Anne Waltham Fund

This is a fund that can only be used for the financing of capital improvement works or the purchase of freehold property. In the event of the winding up of the Charity either the sum of £350,000 or the proceeds of the sale of the freehold property must be paid to local charities whose beneficiaries are aged or elderly persons living within the defined catchment area.

League of Friends Equipment Fund

This fund is to be used for the purchase of equipment as required in the Hospital. In the event of an unused surplus, this should be returned to the donor.

The Tripos Air Mattress Fund

This fund is to be used for the purchase of air mattresses. In the event of a deficit, this is to be met by unrestricted funds. In the event of an unused surplus, the funds should be returned to the donor.

Holbeach Hospital Purchase Appeal Fund

This fund is to be used to purchase the freehold of the property. In the event of a deficit, this is to be met by unrestricted funds. In the event of an unused surplus, the funds should be returned to the donor.

Walk-in wet room fund

This is a grant received from Dignity in Care to be used to create and furnish a walk-in wet room. In the event of a deficit, this is to be met by designated funds. In the event of an unused surplus, the funds should be returned to the donor.

Garden Bench fund

This is a donation towards the purchase of a bench for the garden. In the event of a deficit, this is to be met by unrestricted funds. In the event of an unused surplus, the funds should be returned to the donor.

Syringe Driver fund

This is a donation to purchase a new syringe driver. In the event of a deficit, this is to be met by unrestricted funds. In the event of an unused surplus, the funds should be returned to the donor.

Linen Trolley fund

This is a donation towards the purchase of a linen trolley. In the event of a deficit, this is to be met by unrestricted funds. In the event of an unused surplus, the funds should be returned to the donor.

Kitchen equipment fund

This fund is to be used to purchase new equipment for the kitchen. Any surplus funds are to be held and used at the discretion of the Trustees.

Dayroom 2 fund

This is a donation towards the purchase of a ceiling fan and the re-decoration of the dayroom and the deficit to be met by unrestricted funds.

Bedroom Furniture fund

This fund is to be used to purchase furnishings for the residents bedrooms. In the event of a deficit, this is to be met by unrestricted funds. In the event of an unused surplus, the funds should be returned to the donor.

HOLBEACH & EAST ELLOE HOSPITAL TRUST

NOTES TO THE ACCOUNTS

YEAR ENDED

31 MARCH 2018

19 Purposes of Restricted Funds, continued

Medical Equipment fund

This is a donation towards the purchase of medical equipment. In the event of a deficit, this is to be met by unrestricted funds. In the event of an unused surplus, the funds should be returned to the donor.

Minibus fund

This fund is to be used towards the purchase and upkeep of a minibus. In the event of a deficit, this is to be met by unrestricted funds. In the event of an unused surplus, the funds should be returned to the donor.

Patients Comforts fund

This fund is to be used towards the purchase of items for the comfort of the residents. In the event of a deficit, this is to be met by unrestricted funds. In the event of an unused surplus, the funds should be returned to the donor.

Kitchen refurbishment fund

This fund is to be used towards the refurbishment of the kitchen. In the event of a deficit, this is to be met by unrestricted funds. In the event of an unused surplus, the funds should be returned to the donor.

Careflex Hydrotilt Chair fund

This fund is to be used towards the purchase of a Careflex Hydrotilt chair for a resident. In the event of an unused surplus, the funds should be returned to the donor.

Day Care fund

This fund is to be used towards the purchase of items for the Day Care facility. In the event of a deficit, this is to be met by unrestricted funds. In the event of an unused surplus, the funds should be returned to the donor.

Physio/DayCare/Training Refurbishment fund

This fund is to be used towards the refurbishment of two areas of the Hospital. The existing Physiotherapy suite to become the Day Care Centre, the existing Training room to become the Physiotherapy suite and for the purchase of a portakabin to be used as a Training room. In the event of a deficit, this is to be met by unrestricted funds. In the event of an unused surplus, the funds should be returned to the donor.

Flat Roof Refurbishment fund

This fund is to be used towards the refurbishment of the flat roofs of the Hospital. The donor has pledged to donate 50% of the total cost of refurbishment, with the remaining 50% being met by unrestricted funds. In the event of an unused surplus, the funds should be returned to the donor.

Fund Raising fund

This fund is to be used to raise funds for equipment or repairs to the Hospital.

Bluebell Inn fund

This fund is to be used towards the purchase of items for the Hospital. In the event of a deficit, this is to be met by unrestricted funds. In the event of an unused surplus, the funds should be returned to the donor.

Dementia Unit fund

This fund is to be used towards the creation of a new unit specially designed to meet the needs of dementia patients. In the event of an unused surplus, the funds should be returned to the donor.

T Eells - TV fund

This fund is to be used towards the purchase of a new TV for Dayroom 3, with the balance met by funds from the League of Friends.

HOLBEACH & EAST ELLOE HOSPITAL TRUST

NOTES TO THE ACCOUNTS

YEAR ENDED

31 MARCH 2018

19 Purposes of Restricted Funds, continued

Storage Unit

This fund is to be used towards the construction of a storage building. In the event of an unused surplus, the funds should be returned to the donor.

Garden fund

This fund is to be used towards the purchase of gardening equipment and plants and shrubs for the garden. In the event of an unused surplus, the funds should be returned to the donor.

Minibus fund

This fund is to be used towards the purchase of a new minibus (brand new or secondhand). In the event of an unused surplus, the funds should be returned to the donor.

Projectors fund

This fund is to be used towards the purchase of projectors and wheels to project moving images onto the ceiling and walls to enrich the lives of residents, with the remaining balance being met by unrestricted funds. In the event of an unused surplus, the funds should be returned to the donor.

New Annexe fund

This fund is to be used towards the creation of an annexe attached to the main building to provide 8 bedrooms and a garden dayroom. In the event of an unused surplus, the funds should be returned to the donor.

Beds for New Annexe fund

This fund is to be used to purchase 8 beds for the bedrooms in the new annexe. In the event of an unused surplus, the funds should be returned to the donor.

Staff Room Refurbishment fund

This fund is to be used to refurbish the existing staff room. In the event of an unused surplus, the funds should be returned to the donor.

Phase 1 - 3+5 bed project fund

This fund is to be used to convert the old clinic rooms into 3 new bedrooms and to create 5 new bedrooms on the first floor. In the event of an unused surplus, the funds should be returned to the donor.

Mrs Ely fund

This fund will be used to fund a project with the approval of the donor. It is hoped that following the completion of Phase 1, a suitable project will be found. In the event of a surplus, the funds should be returned to the donor.

Grant - Bromhead Medical Charity

This fund is to be used for the purchase of 39 commodes for each bedroom. In the event of an unused surplus, the funds may be used towards the purchase of pedal bins for use in each bedroom.

Grant - Lincolnshire County Council Market Capacity and Capability Residential Grant

This grant is to be used to improve outcomes for service users and their experience of receiving residential care and to improve conditions for the staff in order to improve their training, staff retention and to raise the profile and perception of care work as a career. This grant will go towards the creation of a new staff room. In the event of an unused surplus, the funds will be returned to the donor.

Grant - Lincolnshire County Council Market Capacity and Capability Transition and Reablement Beds Grant

This grant is to be used to retain trained staff. It was decided to use the grant in two ways. To give more specialised training for the nurses and to give each nurse a £50 contribution towards the cost of their revalidation for 2018.

HOLBEACH & EAST ELLOE HOSPITAL TRUST

NOTES TO THE ACCOUNTS

YEAR ENDED

31 MARCH 2018

20 Purposes of Designated Funds

Maintenance fund

This fund is to be used for minor maintenance projects, at the discretion of the Maintenance Engineer. In the event of an unused surplus, the Trustees will redesignate the remaining funds to a future project.

Dayroom 2 refurbishment fund

This fund is to be used for the refurbishment of Dayroom 2. In the event of an unused surplus, the Trustees will redesignate the remaining funds to a future project.

Pond Refurbishment fund

This fund is to be used for the refurbishment of the pond, to redesign the layout to make it more accessible and safe for our residents to be able to get closer and be able to see the fish. In the event of an unused surplus, the Trustees will redesignate the remaining funds to a future project.

Garden fund

This fund is to be used towards the purchase of gardening equipment and plants and shrubs for the garden. In the event of an unused surplus, the Trustees will redesignate the remaining funds to a future project.

New Annexe fund

This fund is to be used in conjunction with the restricted fund to create a new annexe attached to the main building to provide 8 bedrooms and a garden dayroom. The remaining balance on this fund was redesignated to Phase 1 - 3+5 bed project, at a meeting of the Trustees in March 2018.

New Annexe - Decor of new dayroom

This fund is to be used towards the decoration of the new garden dayroom. In the event of an unused surplus, the Trustees will redesignate the remaining funds to a future project.

Phase 1 - 3+5 bed project fund

This fund is to be used in conjunction with the restricted fund to convert the old clinic rooms into 3 new bedrooms and to create 5 new bedrooms on the first floor. The funds from the New Annexe fund have been re-designated to this fund. In the event of an unused surplus, the Trustees will redesignate the remaining funds to a future project.

21 Related Party Transactions

The Management Committee control the charity as a body. No single member can or does exercise any individual control. Included in these accounts are expenses claimed by Mr. N. Adcock for stationery and mileage of £226 (2017 £219), by Mr. A. Inns for mileage and car parking £72 (2017 £0), by Mr. K. Ellerbroek £0 (2017 £295).

HOLBEACH & EAST ELLOE HOSPITAL TRUST

NOTES TO THE ACCOUNTS

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31 MARCH 2018

22 Operating Leases

At 31st March the charity had total future minimum lease payments under non-cancellable operating leases as set out below:-

	<u>Equipment</u> <u>2018</u>	<u>Equipment</u> <u>2017</u>
Total minimum lease payments due:		
Within One Year	20,001	19,229
Between Two and Five Years	68,254	48,666
After Five Years	34,601	10,636
	<u>122,856</u>	<u>78,531</u>

23 Pensions and other post-retirement benefits

The charity operates a defined contribution pension plan for its employees. The amount recognised as an expense in the period was £9,759 (2017: £8,892). There are defined contribution liabilities amounting to £1,950 (2017 1,826) allocated to Charitable activities.

24 Financial Commitments

At 31st March the charity had the following financial commitments contracted but not provided for in the financials statements as set out below:-

	<u>2018</u>	<u>2017</u>
Phase 1 - 3+5 Bed project	384,000	-
Fire Alarm System	60,000	-
	<u>444,000</u>	<u>-</u>

25 Contingent Asset

The Company has made a claim of £70,837 against a supplier during the year regarding compensation for an incorrect asbestos report. The directors are of the opinion that the results of ongoing legal negotiations have given strong indications that this claim is probable to be met in full in the near future.

HOLBEACH & EAST ELLOE HOSPITAL TRUST

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31 MARCH 2018

26 Statement of Financial Activities - Fund Comparatives

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>
	<u>General</u>	<u>Funds</u>	<u>Funds</u>
	<u>Funds</u>		
	<u>£</u>	<u>£</u>	<u>£</u>
Income from:			
Donations, Legacies and Grants	21,131	49,077	70,208
Charitable Activities	1,456,945	-	1,456,945
Investment Income	12,562	-	12,562
Raising Funds	-	1,164	1,164
Other Income	29,209	-	29,209
Total Income	1,519,847	50,241	1,570,088
Expenditure on:			
Raising Funds	-	163	163
Charitable Activities	1,486,158	47,248	1,533,406
Total Expenditure	1,486,158	47,411	1,533,569
Net Gains / (Losses) on Investments	30,081	-	30,081
Net Income	63,770	2,830	66,600