

Registered number: 01801708
Charity number: 519540

TREETOPS HOSPICE TRUST
(A company limited by guarantee)

**ANNUAL REPORT AND FINANCIAL
STATEMENTS**

FOR THE YEAR ENDED 31 MARCH 2014

MONDAY



A3IE0XVN

A16

13/10/2014

#113

COMPANIES HOUSE

TREETOPS HOSPICE TRUST

CONTENTS

	Page
Reference and administrative details of the charity, its trustees and advisers	1
Trustees' report	2 - 13
Independent auditors' report	14 - 15
Consolidated statement of financial activities	16
Consolidated balance sheet	17
Company balance sheet	18
Notes to the financial statements	19 - 35

TREETOPS HOSPICE TRUST**REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 MARCH 2014**

Trustees	Mrs J Heath, Chair Mr T I Ferguson, Treasurer Miss S Ansley (appointed 31 March 2014) Mr S Beeley Mr J Davis Dr J Dornan Mr M Fox Dr H Godridge Mr R W Jones Mrs A Johnson Ms H MacDonald Dr S Miller Mr A Perkins (appointed 31 March 2014) Mr R J Smallwood Mr A Wardle
-----------------	---

Company registered number	01801708
----------------------------------	----------

Charity registered number	519540
----------------------------------	--------

Registered office	Treetops Hospice Derby Road Risley Derbyshire DE72 3SS
--------------------------	--

Company secretary	Mr R Thomas
--------------------------	-------------

Chief executive	Mr G Cameron
------------------------	--------------

Independent auditors	Barber Harrison & Platt Chartered Accountants 2 Rutland Park Sheffield S10 2PD
-----------------------------	--

Bankers	Santander Bridle Road Bootle Merseyside GIR 0AA
----------------	---

Solicitors	Ellis Fermor & Negus 2 Devonshire Avenue Beeston Nottingham NG9 1BS
-------------------	---

TREETOPS HOSPICE TRUST

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2014

The Trustees (who are also directors of the charity for the purposes of the Companies Act) present their annual report together with the audited financial statements of Treetops Hospice Trust (the company) for the year ended 31 March 2014. The Trustees confirm that the Annual report and financial statements of the company and the group comply with the current statutory requirements, the requirements of the company and the group's governing document and the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in March 2005.

Structure, governance and management

a. Constitution

Treetops Hospice is a registered charity and company limited by guarantee without a share capital and was set up on 20 March 1984 under the name Draycott Hospice Association. The name of the company was changed to Treetops Hospice Trust on 21 June 1993. The charity's governing document is its Memorandum and Articles of Association (last amended on 24 November 2008), which restrict the charity's operations to all such lawful acts as are incidental or necessary to the attainment of its objectives.

b. Method of appointment or election of Trustees

The management of the company is the responsibility of the Trustees who are elected and co-opted under the terms of the Articles of Association.

c. Policies adopted for the induction and training of Trustees

In 2007 the Board agreed a written structure for the induction of new Trustees, and a code of conduct for Trustees and the Chief Executive. Trustee induction is managed by the Chief Executive and the Company Secretary and includes written information on the following topics:

- The legal status of the charity and governance
- The structure and staffing of the organization
- Finance information
- Policies and strategy
- Professional advisers

In addition, since 2012, new Trustees have a one day induction where they spend time in the Hospice in order to meet staff from all departments and attendees at Day Care. All new Trustees will spend time with the Chair of the Board and the Chief Executive at an early stage. The charity subscribes to Governance, a journal for Trustees. Officers receive individual copies and a copy is held in the general office and Trustees are given information on relevant training courses.

d. Organisational structure and decision making

The responsibility to ensure appropriate management of the charity is vested in the Board of Trustees, a third of which are elected annually by the members of the Company. To assist the Board in discharging its responsibilities, it receives regular reports on some aspects of its principle functions from the Finance and Income Generation and the Clinical sub-committees. These committees consist of members of the Board of Trustees and senior members of staff. Each of these committees meets a minimum of six times a year reporting on and reviewing all the financial and clinical activity of the charity. The Board meets six times a year with additional meetings as needed.

TREETOPS HOSPICE TRUST

TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2014

The Chief Executive, who leads the management team, is responsible to the Board of Trustees for the day-to-day management of the charity and the execution of the policies and strategies defined by the Board.

e. Risk management

The Board has agreed a risk management structure for the organisation and has identified the major risks to which the organisation is exposed, these are reviewed every six months and appropriate mitigating action is taken accordingly. The Health and Safety committee continue to ensure that all relevant issues are considered and addressed at departmental level and the Health and Safety Responsible Person prepares bi-monthly Health and Safety reports for the Board.

f. Governance

In 2012 the Trustees took place in the Help the Hospices Board Development Project run by Cass Business School. The Help the Hospices Board development programme, funded by the Monument Trust focused on effective governance (i.e. the systems, processes and behaviours that enable trustees/non-executive directors to hold the organisation in trust, steer its work and optimise the benefit to its current and future beneficiaries). The key framework used in the programme was Good Governance – a code for the voluntary and community sector (2nd edition October 2010), which sets out six key principles of effective governance.

The key indicators used to assess the success of the programme included:

- The board has a better understanding of good governance (including clinical)
- The board has reflected on its governance strengths and weaknesses
- The board has greater self-awareness of its culture and behaviours
- The board, led by the Chair has agreed, and is implementing a clear action plan to improve its governance.

The programme consisted of a document review, interviews with chair, Chief Executive and two trustees; three visits to the hospice, including Board meetings and some interim contact.

The Board gave careful consideration to the 11 recommendations in the board development report. It was decided that the Board wanted to focus on:

1. Ensuring the Board focuses on strategic matters
2. Improving the effectiveness of meetings
3. Induction, training and recruitment of trustees
4. Assessing the Board's own performance

Two Trustee away days took place in October 2013 and March 2014 to focus on these matters and also to review the Strategy.

A Conference of all members of staff and Trustees took place in May 2013. It reminded everyone about the values of the organisation and was very much enjoyed by the attendees.

Clinical Governance is the remit of the Clinical Sub-Committee, who report to the Board.

TREETOPS HOSPICE TRUST

TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2014

Objectives and Activities

a. Policies and objectives

The objectives of the charity are contained in full in the Memorandum and Articles of the charity. They are also clearly stated in the Vision, Mission and Values statement and are summarised as follows:

Vision

That everyone living within the communities we serve has access to end of life care of the highest quality.

Mission

To make every day count through giving the highest quality support for patients and families living with life limiting illness or affected by death and dying by:

- Ensuring we have the skills and experience to deliver and promote excellence in end of life care provision
- Working in partnership with other local end of life service providers to ensure the best possible patient experience is achieved
- Developing services to reflect the changing needs of the diverse community we serve

Values

Respecting the unique worth of every person

We believe that every person is different but equal, and that everyone's unique needs and contribution should be recognised and supported.

Exercising responsible stewardship

The commitment of our staff and volunteers to making the best use of all our resources enables us to deliver high quality care today and in the future.

Working with hope

Our hope is to enable patients and families supported by the Hospice to live well and die well.

Sustaining a culture of trust, warmth and safety

Everyone who comes into contact with Treetops is treated with care and respect.

b. Strategies for achieving objectives

The Board of Trustees have agreed the strategic direction of the charity through the preparation of a five-year rolling plan. The plan was approved and became effective on the 1st April 2012. The Chief Executive, with departmental managers, continues to develop operational plans and organizational objectives that are encapsulated in the annual budget, which has been approved by the Board. Progress towards achieving objectives is monitored and reviewed through the respective Board and Sub-Committee meetings of the Trustees. All activities of the organisation are monitored and reviewed by the Trustees through the production of monthly management accounts, care service delivery statistics and bi-monthly reports to the Board by the Chief Executive and departmental managers.

TREETOPS HOSPICE TRUST

TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2014

c. Activities for achieving objectives

These objectives are met through the provision of care services as follows:

- Day Care Provision
- Complementary Therapy
- Art Therapy
- Carer Support
- Out Patient Clinic
- Bereavement Support
- Hospice at Home
- Education

The Trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit. They are confident that the aims and objectives of the charity as manifested in the services it offers, both provide a public benefit and enhance the lives of the people who use the services.

d. Volunteers

The Hospice works with over 550 volunteers who support and enrich the work of the organisation in every department including the Funding and Retail companies. Volunteers receive a general, two and a half hour induction to the Hospice and this is followed by extensive training to prepare them for working in specific departments. Volunteer numbers have remained consistent during the year as there have been no major developments. We are seeing more volunteers coming forward from underrepresented groups such as those with criminal convictions or a history of mental health difficulties. Volunteering has been shown to be very effective to improve the prospects and health of these groups of people. However, all placements are carefully considered and relevant checks and assessments are completed and appropriate support is given. This means that Treetops Hospice is able to provide a meaningful volunteer experience while also enjoying the benefit of the volunteer's time in support of the Hospice. Towards the end of the year the department expanded by 1 x 30 hour post in order to support existing volunteers more and to recruit to and develop our volunteering programme.

Volunteers are to be commended for their commitment, not only to their roles, but also to attending statutory training and support meetings. The Hospice would not be able to provide the services it does without the support received from volunteer staff and we are indebted to them for their generosity.

TREETOPS HOSPICE TRUST

TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2014

Achievements and performance

a. Going concern

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

b. Review of activities

Provision of Care

Kathy Longden, the Director of Clinical Services, is responsible for the delivery of all clinical activity including Hospice at Home, Day Care and Bereavement Services that are commissioned by Derbyshire and Nottinghamshire CCGs.

Treetops Hospice continues to play a significant role in the provision of supportive palliative care within Derbyshire and Nottinghamshire. We continue to work collaboratively with other health care professionals in ensuring that our services reflect local need and more crucially ensure that our patients' and their carers' voices and ultimately their choices remain at the centre of care provided.

In 2013-2014 the hospice provided 29,900 of Hospice at Home hours consolidating the level of provision at just under 30,000 hours. The co-ordination team was restructured ready for the growth to 33,000 hours in 2014-2015, which is projected for the 3rd year of the 5 year strategy.

Day Care attendances reached 5,068 of a possible 5,083 which equates to an occupancy rate of 100% of target.

The new combined Bereavement Service has created more integrated and collaborative working that maintains a more flexible approach to support. The total number of sessions rose to 2,154 – an increase of 27%.

Who uses the services of Treetops Hospice?

Treetops Hospice provides care and support to people who have been diagnosed with life-limiting illnesses with progressive disease and are assessed as being in the later stages of their journey. As a general rule the criteria for care marries with the identification of a patient who is placed on the Gold Standards Framework by their General Practitioner. Commissioners have stipulated that our criteria for referral to Day Care should be for patients that are in their last 12 months of life, However, we have a separate contract that is not limited to the 12 month criteria to provide support for people with long term neurological conditions. Access to our Hospice at Home service should be for those who are assessed as being in the last 6 months of life.

We provide care to people who have expressed a wish to be cared for in their own home and ultimately to give them a real choice of dying in their own home. Care and support also extends to patients' carers and families. We also provide services to bereaved adults, children and their families whether or not they have a previous association with the hospice.

Treetops Hospice provides services to Derbyshire and Nottinghamshire, which has a population in excess of 1, 250,000. All services provided by Treetops Hospice are free of charge at point of delivery.

TREETOPS HOSPICE TRUST

TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2014

Overall clinical service objectives for the period were as follows:

- To maintain service delivery to the maximum allowed by departmental budgets ensuring that service level agreement targets are, as a minimum, met.
- To monitor the quality of service delivery by seeking the opinions of both service users and District Nurses and to ensure that the results of audit/evaluation are fed back appropriately to those delivering, receiving and commissioning the services and to the Hospice Board of Trustees.
- To develop new services as planned by the Clinical Sub-Committee and agreed by the Board of Trustees within the limits set by the budget.

The service objectives stated above were all achieved.

The total number of people referred to all our services in 2013-2014 was 1,655, an increase of 8% over the previous year.

The total number of patients who received care was 1,264 (an increase of 16% on last year). With 334 adults and children receiving Bereavement Support this brings the total number of individuals who received our care to 1,598 compared with 1,362 last year – an increase of 17%.

Audit/evaluation is continuous in all departments and results indicate that patients, carers and collaborating health professionals are extremely satisfied with the support they receive. The results of audit/evaluation are submitted to and scrutinised by the Clinical Sub-Committee and circulated to the Board of Trustees and to the Clinical Commissioning Groups (CCGs).

As an appendix to our Quality Account for 2012-2013, we have received a statement of approval from Southern Derbyshire CCG which strongly supports the services that we provide to our local communities.

Hospice at Home

Caring for someone with a life-limiting illness at home, 24 hours a day can be both physically and emotionally exhausting. Patients are often admitted to hospital, or hospice, because the family or carers can no longer cope. By providing extra care and support in the home, it is possible to alleviate some of the strain felt by carers and allow the patient to remain at home, if that is their wish, and to die, with dignity, in the place of their choice.

The complexity of patients on our caseload who are choosing to stay in their own homes continues to grow and the role and valuable support of our nurse managers within the department is evident in prioritising care to those patients and their carers who are in most need, ensuring that our Hospice at Home nurses are used in the most effective and appropriate way.

A team of qualified nurses and experienced health care assistants are available 24 hours a day, 365 days a year. The service is managed and co-ordinated by a Nurse Manager; her team consists of a full time nurse co-ordinator and two clerical co-ordinators who between them work the equivalent of 8 days per week to co-ordinate the team of skilled and experienced palliative care nurses.

Service delivery targets are set within the service level agreements on which statutory funding is based as follows:

Service Level Agreement	Target Hours	Actual Hours
Derbyshire	21,968	20,704
Nottinghamshire	5,770	9,196

The Hospice at Home service contract with Derbyshire CCGs under performed by 1,263 hours of the contract (6%), and the contract with Nottinghamshire CCGs had an over provision of 3,426 hours of the contract (59%).

TREETOPS HOSPICE TRUST

TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2014

The total provision went up from 29,133 to 29,900 hours in increase of 2.6% 100 hours short of our ambition to deliver 30,000 hours of care during the year.

4,219 Hospice at Home visits were provided during the year; a decrease of 27 visits (0.6%) below the previous year.

The total number of patients cared for by our Hospice at Home service during the period was 711 an increase of 59 patients (9%) over the previous year. Of these, 619 (87%) people received care for the first time. There were a total of 1,051 referrals to the service during the year, an increase of 6.7% over the previous year.

541 Hospice at Home patients died during the year. Of these 82.5% died at home compared with the national average for Hospice at Home services of 64%. (National Council for Palliative Care minimum data set 2012-2013). Of our Hospice at Home patients who identified their preferred place of care, 79% achieved their preference.

Day Care Unit

Day Care gives people with life-limiting illnesses the opportunity to meet other people, in similar situations, in a secure, caring environment. The aim of Day Care is to improve the patient's quality of life, wherever possible, by providing skilled, high quality care with particular regard given to the management of physical, social, emotional and spiritual needs. A change of environment, social stimulation and activities, appropriate to each individual, are integral parts of the service.

During 2013-2014 we have maintained our achievement of 100% of target attendance, which is higher than the national average of 58%. (NCPC minimum data set 2012-2013)

Performance, measured against service level agreements, was as follows:

Service Level Agreement	Target Attendances	Actual Attendance
Derbyshire	4,188	4,453
Nottinghamshire	513	615

As can be seen from the above, the service level target for Derbyshire exceeded the contract by 265 attendances (6%). Our Nottinghamshire target was also exceeded by 102 attendances (20%).

During 2013-2014 there were 5,068 attendances, which was an increase of 269 attendances (6%).

Complementary Therapy Service

Complementary Therapies are available to patients, carers and the bereaved. The aim is to provide treatments that enable people to cope more effectively with their situation in terms of managing physical and emotional symptoms. Fully qualified therapists offer Aromatherapy, Reflexology, Reiki and Indian head and shoulder massage. During 2013-2014 the number of individual treatments provided was 1,009, in increase of 11%. No service level agreement exists for the service but we are pleased to offer our client group this much valued and appreciated service, which provided therapies for 272 individuals during the year.

Art Therapy Service

During 2013-2014 the service provided sessions of therapy to Day Care patients, bereaved clients complementary therapy clients, clinic patients and carers.

Art Therapy is a confidential psychological service, which allows emotional conflicts to be externalised and explored through the making of artwork and the relationship with the therapist. This element of our Day Care provision gives an added dimension of support to clients who are coming to terms with living with life limiting conditions.

TREETOPS HOSPICE TRUST

TRUSTEES' REPORT (continued)

FOR THE YEAR ENDED 31 MARCH 2014

We are currently exploring the feasibility of offering Art Therapy to bereaved children and young people as part of the plans to amalgamate a combined and collaborative approach to therapeutic support.

Carers Support

The carers group ran until February 2014 when our long standing lead volunteer became ill, and the group was suspended. During the active period there were 108 attendances. For 2014 -2015 a carers' development worker has been appointed on a five month temporary contract to pilot a much more client led carers' service, which will look at developing carer programmes that relate to specific illnesses, symptoms or long term conditions.

Out Patient Clinic

We continue to host an outpatient clinic staffed by a Palliative Care Consultant from Royal Derby Hospital NHS Foundation Trust. This allows the charity to refer patients to the clinic if medical intervention is required and reduces the need for many local people to travel to the city centre for medical assessment/review. No funding is received for this service and so there are no service level agreements. In 2013-2014 a total of 41 people attended of whom 28 were new patients. The total attendances were 147.

Bereavement Services

We continue to receive some funding from Derbyshire CCGs for bereavement support which is provided to people regardless of previous association with Treetops Hospice. We only accept self-referral to the service from adult clients, as this is the best indicator that clients are ready to engage in the therapeutic process. Referrals for support for children and families are accepted from family members and also from interested parties such as schools, social workers and children's mental health specialists.

During the year the Adult and Children and Families Bereavement services amalgamated which has allowed them to utilise counsellors and support workers more flexibly and effectively. The appointment of a part time Bereavement Service administrator has had a huge impact on the operation, relieving the manager and the two counsellors of a large amount of clerical work.

During the year the Bereavement team has increased its numbers from 25 to 37 volunteers (27 Treetops trained volunteers' and 10 volunteer counsellors).

They have also introduced a Student Placement Service where students in their final year of a recognised counselling qualification are given an opportunity to work with clients. In return they give Treetops a commitment to stay with the service for a minimum of two years and for this they receive continuous training, mentorship and supervision. There are now 10 students working within the service bringing the total volunteers up to 47.

Service Level Agreement	Target Sessions	Actual Sessions
Derbyshire	1,503	1,953
Nottinghamshire	N/A	127
Other	N/A	74

Although we do not receive any funding we provided a total of 201 sessions to the local community outside Derbyshire.

The total number of clients receiving adult bereavement support during the year was 334 an increase of 38% from the previous year.

TREETOPS HOSPICE TRUST

TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2014

c. Investment policy and performance

The Charity's liquid assets are held solely in interest bearing investment accounts and it does not have any investments, other than the £10,000 invested in Treetops Funding Limited and £1,000 in Treetops Retail Limited. The amount of interest received in this year was £18,475 (2013: £25,211).

Financial review

a. Results for the year

The Charity's gross income rose from £2,413,102 to £3,064,311, an increase of £651,209, which is mainly due to capital grant income of £366,593. Gross costs increased from £2,363,269 to £2,712,698, an increase of 14.8%, which was within the targets approved in the budget. This was mainly due to increased investment within Fundraising, Lottery and Retail as well as growth in charitable activities.

Treetops Funding Limited and Treetops Retail Limited

In 2003, Treetops Retail Limited was created for the Retail shops and catering operation. The company is VAT registered. Treetops Funding Limited operates the Treetops Hospice Lottery only.

The Charity's wholly owned trading subsidiaries carry out non-charitable trading activities for the Charity. In 2013-14, the Funding and Retail companies made a profit of £305,024, an increase of 5.17% over the previous year. During the year £304,505 was transferred to the Charity under the Company Gift Aid scheme.

Funding Company – Treetops Hospice Lottery

The Funding Company's turnover rose from £287,198 to £300,961 (4.8%), however, profit decreased from £120,238 to 95,396 (-20%). This was due to the fact that more money was spent on the membership recruitment programme than in the previous year and membership has increased significantly in response to this investment. The investment in lottery membership recruitment will continue during 2014-15.

Retail Company

Treetops Retail Limited made a net profit of £209,630 for the financial year 2013-14. This was an increase of £39,580 (23%) on 2012-13. Total sales increased year on year by 22.87%.

An additional shop was opened in Beeston in May 2013. This brings the total number of shops to fourteen plus the coffee bar and the eBay shop.

It is planned to continue to open three new shops over each two year period. This will provide the investment necessary for the continued growth in the contribution made by the retail company.

Fundraising

Fundraising includes income from the community, events, individual donations, corporate support and trusts. During 2013/14 a re-structure took place as key staff left this department, this led to a period of change and new staff being recruited leading to a reduction of net contribution to £268,360.

TREETOPS HOSPICE TRUST

TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2014

Legacy income experienced a slight increase of £2,014 to £30,782, which was not significant. Though legacy income is not depended upon for the day to day running of the hospice, it is an important income stream that enables the development of existing or new services. To this end a legacy marketing programme has been started and will be implemented to create awareness within the public domain of the need for gifts in wills and the impact that such generosity can have on service development.

b. Reserves policy

The Board of Trustees regularly review the level of reserves to ensure that fund levels are appropriate for the current activities and long term aims, should they need to be called upon.

In order to develop long term objectives and ensure the continuation of current services, the Charity needs to have an appropriate level of reserves. The Board of Trustees have agreed an acceptable level to be £800,000, the current reserves amount stands at £851,541. The Trustees are satisfied with the reserves at the balance sheet date and feel it is at a satisfactory level for the charity to discharge its obligations and long term plans in these uncertain financial times.

Plans for the future

a. Future developments

Objectives for 2014-2015

1. Day Care Services

A new role of Day Care Services Manager has been introduced that will have wider responsibilities than that of the current Day Care Unit Manager. The main difference will be the added responsibility of the introduction and management of a new Support and Information service based in the Cheetham Centre.

The Support and Information Service, which will be staffed by a Clinical Nurse Specialist, with support from trained volunteers, will provide help for those diagnosed or affected by a life-limiting illness in making sense of their individual situation. This will include: access to medication and symptom control advice, counselling and support, a benefits advisory information service and an internet resource and library service.

We will be moving towards closer partnership working with specialist health professionals involved with the care of our client group e.g. heart failure and respiratory nurses and we will continue to explore the introduction of nurse lead clinics into the Day Care Unit.

We will continue to work towards broadening both the psychological and occupational activities offered in Day Care to promote and enhance the guests' experience.

The supportive services of both Complementary and Art therapies will be reviewed to achieve a more integrated and therapeutic approach.

A carers' development worker has been recruited on a five month temporary contract to pilot a much more client lead carers' service which will look at developing carer programmes that relate to specific illnesses, symptoms or long term conditions.

2. Hospice at Home

During 2013-2014 we achieved the planned consolidation of providing 30,000 hours of care. One of our key objectives for this year is to increase the provision to 33,000 hours and further recruitment will be necessary to achieve this.

TREETOPS HOSPICE TRUST

TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2014

The restructuring of the co-ordination team is now complete and consists of a Hospice at Home manager employed for 30 hours per week, a full time nurse co-ordinator and the equivalent of 8 days per week of clerical co-ordination.

During the year the team will move into more suitable accommodation in the Cheetham Centre, which includes a private office for such things as making condolence calls, appraisals and 1-1 meetings/supervision.

3. Nursing team development programme

One of the Royal College of Nursing learning representatives is due to leave the organisation mid –year but the remaining nurse educator is keen to continue to develop and support the programme.

One of the Day Care Health Care Assistants is due to attend a course to become a certified Movement and Handling trainer to support our existing organisational trainer.

4. Bereavement Service

The Bereavement Service will move into the Cheetham Centre in the summer of 2014 where they will have five counselling rooms for adults and three for children. The increased availability of space, that includes 2 group therapy rooms, will allow far more flexibility e.g. the development of various groups such as people bereaved by suicide, widowed parents etc.

It is intended to prioritise a student placement educational programme, which will also be opened to external paying professionals to create a centre of excellence and learning in relation to bereavement work.

Additional students will be recruited on a rolling basis. There is a high demand for placements which allows us to select only the most competent and committed candidates.

TREETOPS HOSPICE TRUST

TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2014

Trustees' responsibilities statement

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

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable group will continue in operation.

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

Disclosure of information to auditors

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

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

In preparing this report, the Trustees have taken advantage of the small companies exemptions provided by section 415A of the Companies Act 2006.

This report was approved by the Trustees on 28/7/14 and signed on their behalf by:



Mrs J Heath, Chair

TREETOPS HOSPICE TRUST

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF TREETOPS HOSPICE TRUST

We have audited the financial statements of Treetops Hospice Trust for the year ended 31 March 2014 set out on pages 16 to 35. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (effective April 2008) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

This report is made solely to the charitable company's members, 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 members those matters we are required to state to them in an Auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members, as a body, for our audit work, for this report, or for the opinion we have formed.

Respective responsibilities of Trustees and auditors

As explained more fully in the Trustees' responsibilities statement, the Trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the group's and the parent company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the Trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Trustees' report to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the group's and the parent charitable company's affairs as at 31 March 2014 and of the group's incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Trustees' report for the financial year for which the financial statements are prepared is consistent with the financial statements.

TREETOPS HOSPICE TRUST

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF TREETOPS HOSPICE TRUST

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- the parent charitable company has not kept adequate accounting records, or returns adequate for our audit have not been received from branches not visited by us; or
- the parent charitable company 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 to take advantage of the small companies' exemption in preparing the Trustees' report.

Barber Harrison & Platt

Jane Marshall (Senior statutory auditor)

for and on behalf of

Barber Harrison & Platt

Chartered Accountants

Statutory Auditors

2 Rutland Park

Sheffield

S10 2PD

Date: *29 September 2014*

TREETOPS HOSPICE TRUST

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES

(incorporating income and expenditure account)

FOR THE YEAR ENDED 31 MARCH 2014

		Unrestricted funds 2014 £	Restricted funds 2014 £	Total funds 2014 £	Total funds 2013 £
	Note				
Incoming resources					
Incoming resources from generated funds:					
Voluntary income	2	490,431	413,382	903,813	515,723
Activities for generating funds	6	1,182,455	-	1,182,455	1,004,288
Investment income	7	18,475	-	18,475	25,211
Incoming resources from charitable activities	8	959,568	-	959,568	867,880
Total incoming resources		2,650,929	413,382	3,064,311	2,413,102
Resources expended					
Costs of generating funds:					
Costs of generating voluntary income	9	191,289	-	191,289	88,649
Cost of generating funds	10	877,432	-	877,432	714,000
Charitable activities	11	1,579,658	40,278	1,619,936	1,540,132
Governance costs	12	24,041	-	24,041	20,488
Total resources expended		2,672,420	40,278	2,712,698	2,363,269
Net incoming resources / (resources expended) before transfers		(21,491)	373,104	351,613	49,833
Transfers between funds	19	3,609	(3,609)	-	-
Net movement in funds for the year		(17,882)	369,495	351,613	49,833
Total funds at 1 April 2013		2,636,638	58,440	2,695,078	2,645,245
Total funds at 31 March 2014		2,618,756	427,935	3,046,691	2,695,078

The notes on pages 19 to 35 form part of these financial statements.

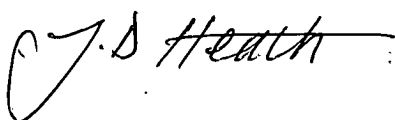
TREETOPS HOSPICE TRUST
REGISTERED NUMBER: 01801708

CONSOLIDATED BALANCE SHEET
AS AT 31 MARCH 2014

	Note	£	2014 £	£	2013 £
Fixed assets					
Tangible assets	15		1,941,558		1,654,557
Current assets					
Stocks		1,207		1,533	
Debtors	17	115,841		105,050	
Cash at bank and in hand		1,207,025		1,106,602	
		<u>1,324,073</u>		<u>1,213,185</u>	
Creditors: amounts falling due within one year	18	<u>(218,940)</u>		<u>(172,664)</u>	
Net current assets			<u>1,105,133</u>		<u>1,040,521</u>
Net assets			<u>3,046,691</u>		<u>2,695,078</u>
Charity Funds					
Restricted funds	19		427,935		58,440
Unrestricted funds	19		2,618,756		2,636,638
Total funds			<u>3,046,691</u>		<u>2,695,078</u>

The financial statements have been prepared in accordance with the provisions applicable to small companies within Part 15 of the Companies Act 2006 and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved by the Trustees on 28 July 2014 and signed on their behalf, by:



Mrs J Heath, Chair

The notes on pages 19 to 35 form part of these financial statements.

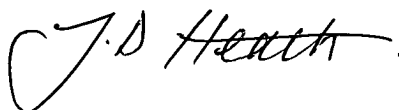
TREETOPS HOSPICE TRUST
REGISTERED NUMBER: 01801708

COMPANY BALANCE SHEET
AS AT 31 MARCH 2014

	Note	£	2014 £	£	2013 £
Fixed assets					
Tangible assets	15		1,888,347		1,602,898
Investments	16		11,000		11,000
			<u>1,899,347</u>		<u>1,613,898</u>
Current assets					
Debtors	17	153,802		112,889	
Cash at bank and in hand		1,081,507		1,036,694	
		<u>1,235,309</u>		<u>1,149,583</u>	
Creditors: amounts falling due within one year	18	<u>(149,235)</u>		<u>(129,152)</u>	
Net current assets			<u>1,086,074</u>		<u>1,020,431</u>
Net assets			<u>2,985,421</u>		<u>2,634,329</u>
Charity Funds					
Restricted funds	19		427,935		58,440
Unrestricted funds	19		2,557,486		2,575,889
Total funds			<u>2,985,421</u>		<u>2,634,329</u>

The financial statements have been prepared in accordance with the provisions applicable to small companies within Part 15 of the Companies Act 2006 and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved by the Trustees on 28 July 2014 and signed on their behalf, by:



Mrs J Heath, Chair

The notes on pages 19 to 35 form part of these financial statements.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2014

1. Accounting policies

1.1 Basis of preparation of financial statements

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008). The financial statements have been prepared in accordance with the Statement of Recommended Practice (SORP), 'Accounting and Reporting by Charities' published in March 2005, applicable accounting standards and the Companies Act 2006.

The Statement of financial activities (SOFA) and Balance sheet consolidate the financial statements of the company and its subsidiary undertaking. The results of the subsidiary are consolidated on a line by line basis.

No separate SOFA has been presented for the company alone as permitted by section 408 of the Companies Act 2006 and paragraph 397 of the SORP.

1.2 Company status

The company is a company limited by guarantee. The members of the company are the Trustees named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the company.

1.3 Fund accounting

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

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

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

1. Accounting policies (continued)

1.4 Incoming resources

All incoming resources are included in the Statement of financial activities when the company has entitlement to the funds, certainty of receipt and the amount can be measured with sufficient reliability. For legacies, entitlement is the earlier of the company being notified of an impending distribution or the legacy being received.

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects. Gifts donated for resale are included as income when they are sold. Donated facilities are included at the value to the company where this can be quantified and a third party is bearing the cost. No amounts are included in the financial statements for services donated by volunteers.

Legacies are treated as income when they are received, or on a receivable basis when they have been notified prior to the accounting reference date and become capable of financial measurement within a two month period after that date.

1.5 Resources expended

All expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities they have been allocated on a basis consistent with the use of the resources. Premises overheads have been allocated on a floor area basis and other overheads have been allocated on the basis of the head count.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities. Support costs are those costs incurred directly in support of expenditure on the objects of the company and include project management carried out at Headquarters. Governance costs are those incurred in connection with administration of the company and compliance with constitutional and statutory requirements.

All resources expended are inclusive of irrecoverable VAT.

1.6 Basis of consolidation

The financial statements consolidate the accounts of Treetops Hospice Trust and all of its subsidiary undertakings ('subsidiaries').

The company has taken advantage of the exemption contained within 408 of the Companies Act 2006 not to present its own Income and expenditure account.

1. Accounting policies (continued)

1.7 Tangible fixed assets and depreciation

All assets costing more than £1,000 are capitalised.

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

Freehold property	-	2% straight line
Motor vehicles	-	25% straight line
Fixtures and fittings	-	25% straight line

The depreciation rates have been changed in the current year from reducing balance to straight line. This better reflects the expected useful lives of the assets and their estimated residual value.

1.8 Investments

Investments are stated at market value at the balance sheet date. The Statement of financial activities includes the net gains and losses arising on revaluations and disposals throughout the year.

Investments in subsidiaries are valued at cost less provision for impairment.

1.9 Operating leases

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

1.10 Stocks

Stock consists of purchased goods for resale. Stocks are valued at the lower of cost and net realisable value. Items donated for resale or distribution are not included in the financial statements until they are sold or distributed.

1.11 Pensions

The company contributes to individuals' defined contribution pension schemes. Contributions are charged to the SOFA in the year they are payable.

TREETOPS HOSPICE TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2014**

2. Voluntary income

	Unrestricted funds 2014 £	Restricted funds 2014 £	Total funds 2014 £	Total funds 2013 £
Donations and sponsorship (note 3)	222,407	1,750	224,157	210,215
Legacies and bequests	30,782	-	30,782	28,768
Income from charitable trusts (note 4)	47,159	34,970	82,129	58,998
Income from other clubs and organisations	20,422	-	20,422	36,519
Christmas appeal	3,413	-	3,413	3,594
Car boot sales	16,275	-	16,275	9,172
Light Up A Life	11,804	-	11,804	13,730
Easter appeal	2,734	-	2,734	10,401
Recycling	213	-	213	166
Prize draw	15,183	-	15,183	18,318
Miscellaneous	16,188	-	16,188	9,354
Experian Event / Robin Hood event	7,086	-	7,086	19,711
Moonlight walk	53,195	-	53,195	47,469
Gift aid share	17,487	-	17,487	18,946
BBC Children In Need	-	10,069	10,069	9,305
Community events	26,083	-	26,083	21,057
Department of Health capital grant	-	366,593	366,593	-
Total	490,431	413,382	903,813	515,723

TREETOPS HOSPICE TRUST**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2014****3. Voluntary income - donations and sponsorship**

	2014 £
<i>Corporate groups</i>	
Aga Rangemaster	1,941
Armstrong Mill - J&M Coffee Bar	348
Ashfield Veterinary Hospital	480
BBC Children in Need	10,069
Capital One (Europe) plc	1,212
Chris Varirava	580
Circle Partnership	755
Deloitte UK	8,426
Ernst & Young LLP	319
Essentra Packaging	2,806
Esso Mackworth Island Service Station	554
Fairgrove Homes	2,746
F C Cartons	680
Ilkeston Job Centre	734
Jet Petrol Station	1,044
John Butler Contracts Ltd	480
John Lewis	1,031
Intu	1,250
Keith Hall Hairdressers	480
Knight Security Services (UK) Ltd	350
Lloyds Bank Community Fund	3,000
Nationwide Building Society	500
Newson Gale Ltd	1,034
Nottingham City Council	482
N Power	595
Rhodes Wealth Management Ltd	2,401
Robert Ellis Estate Agents	340
Royal Bank of Scotland Corporate	1,343
Royal Oak	300
Springvale Leisure Ltd	1,709
Saint-Gobain Pipelines plc	450
Sunspel Menswear Ltd	735
Taylor Langdale Ltd	500
The Riverbank Bar & Kitchen	2,281
Trent Lock Golf Centre	301
Thorntons plc	1,432
Victoria Centre	1,000
Wade Spring Ltd	360
Wollaton Rotary Club	500
Yorkshire Bank	1,335
Other donations and sponsorship	167,274
	224,157

TREETOPS HOSPICE TRUST**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2014****4. Voluntary income - charitable trusts**

	2014 £
A W Lymm Centenary Foundation	909
Boulton Toll House and Poor Piece Charity	200
East Midlands Airport Community Foundation	1,038
Erewash Borough Council	1,466
Institute of Our Lady of Mercy	1,000
The Albert Hunt Trust	3,000
The Cecil Rosen Foundation	200
The Charles Littlewood Hill Trust	5,000
The Clara E Burgess Charity	10,000
The Francis Winham Foundation	1,000
The Freemasons Grand Charity	1,000
The Garfield Weston Foundation	25,000
The Hedley Foundation	1,466
The Inman Charity	4,000
The Ruffield Charitable Trust	2,950
The Sawley Charities	400
The Sir John Eastwood Foundation	2,500
The Sir Jules Thorn Charitable Trust	1,000
The Sobell Foundation	10,000
The Thomas J Horne Memorial Trust	5,000
The Thomas Farr Charity	5,000
	82,129

5. Voluntary income - restricted funds

	2014 £
BBC Children In Need	10,069
Department of Health capital grant	366,593
The Garfield Weston Foundation	25,000
The Thomas Farr Charity	5,000
The Sir Jules Thorn Charitable Trust	1,000
Wollaton Rotary Club	500
The Hedley Foundation	1,466
East Midlands Airport Community Fund	1,038
Erewash Borough Council	1,466
Intu	1,250
	413,382

TREETOPS HOSPICE TRUST

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2014

6. Fundraising income

	Unrestricted funds 2014 £	Restricted funds 2014 £	Total funds 2014 £	Total funds 2013 £
Hospice lottery income	300,961	-	300,961	287,198
Shop sales	827,251	-	827,251	656,070
Catering income	54,243	-	54,243	61,020
	<u>1,182,455</u>	<u>-</u>	<u>1,182,455</u>	<u>1,004,288</u>

7. Investment income

	Unrestricted funds 2014 £	Restricted funds 2014 £	Total funds 2014 £	Total funds 2013 £
Bank interest	18,475	-	18,475	25,211

8. Incoming resources from charitable activities

	Unrestricted funds 2014 £	Restricted funds 2014 £	Total funds 2014 £	Total funds 2013 £
Derby City PCT	707,984	-	707,984	643,343
Nottingham County Teaching PCT	182,389	-	182,389	152,356
	<u>890,373</u>	<u>-</u>	<u>890,373</u>	<u>795,699</u>
Other income				
Education	28,905	-	28,905	29,615
Meals and refreshments	23,618	-	23,618	21,768
Trustee membership fees	420	-	420	370
NHS pension rebate	8,500	-	8,500	8,500
Miscellaneous	7,752	-	7,752	11,928
	<u>959,568</u>	<u>-</u>	<u>959,568</u>	<u>867,880</u>

TREETOPS HOSPICE TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2014**

9. Costs of generating voluntary income

	Unrestricted funds 2014 £	Restricted funds 2014 £	Total funds 2014 £	Total funds 2013 £
Direct costs - other	64,417	-	64,417	30,203
Direct costs - staff	126,872	-	126,872	58,446
	<u>191,289</u>	<u>-</u>	<u>191,289</u>	<u>88,649</u>

10. Cost of generating funds

	Direct staff costs 2014 £	Direct other costs 2014 £	Support costs 2014	Total funds 2014 £	Total funds 2013 £
Hospice lottery	60,446	145,121	-	205,567	166,960
Shops	390,970	260,316	-	651,286	521,946
Catering	-	20,579	-	20,579	25,094
Total	<u>451,416</u>	<u>426,016</u>	<u>-</u>	<u>877,432</u>	<u>714,000</u>

Direct costs are those associated with providing the activity, for example, lottery prizes and shop cost of sales. Other costs include depreciation, admin costs and other indirect costs.

TREETOPS HOSPICE TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2014**

11. Cost of charitable activities

	Direct staff costs 2014 £	Direct other costs 2014 £	Support costs 2014 £	Total funds 2014 £	Total funds 2013 £
Daycare provision	299,013	137,927	46,546	483,486	552,738
Bereavement support	113,588	21,977	12,412	147,977	120,714
Complementary therapy	15,707	25,877	4,655	46,239	32,413
Hospice at home	758,661	74,564	88,439	921,664	822,179
Training	5,272	12,195	3,103	20,570	12,088
	<u>1,192,241</u>	<u>272,540</u>	<u>155,155</u>	<u>1,619,936</u>	<u>1,540,132</u>

Support costs outlined below have been allocated to charitable activities in proportion to the direct costs attributed to each activity.

The relevant proportions are daycare provision 30%, bereavement support 8%, complementary therapy 3%, hospice at home 57% and training 2%. These are the same as the previous year.

Restricted expenditure totalling £40,278 is included in the total expenditure of £1,619,936.

Support costs

	2014 £	2013 £
Administration	92,451	98,016
Marketing	62,704	59,533
	<u>155,155</u>	<u>157,549</u>

TREETOPS HOSPICE TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2014**

12. Governance costs

	Unrestricted funds 2014 £	Restricted funds 2014 £	Total funds 2014 £	Total funds 2013 £
Direct costs - other	14,025	-	14,025	8,706
Direct costs - staff	10,016	-	10,016	11,782
	<u>24,041</u>	<u>-</u>	<u>24,041</u>	<u>20,488</u>

Other governance costs represent Trust audit fees, legal costs and health & safety audit costs. Staff costs represent company secretarial and chief executive governance costs.

13. Net incoming resources / (resources expended)

This is stated after charging:

	2014 £	2013 £
Depreciation of tangible fixed assets: - owned by the charitable group	99,327	66,767
Auditors' remuneration	<u>8,755</u>	<u>8,220</u>

14. Staff costs

	2014 £	2013 £
<i>Treetops Hospice Trust - group</i>		
Wages and salaries	1,585,968	1,400,809
Social security costs	105,945	91,881
Other pension costs	88,632	80,082
	<u>1,780,545</u>	<u>1,572,772</u>
Treetops Retail Limited	(390,970)	(298,201)
Treetops Funding Limited	(60,446)	(55,524)
	<u>1,329,129</u>	<u>1,219,047</u>

TREETOPS HOSPICE TRUST**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2014**

Treetops Hospice Trust - company

	2014	2013
	£	£
Wages and salaries	1,177,177	1,078,705
Social security costs	81,707	72,776
Other pension costs	70,245	67,576
	<u>1,329,129</u>	<u>1,219,057</u>

The average monthly number of employees during the year, including part-time staff calculated on a full-time equivalent basis analysed by function were:

	2014	2013
	No.	No.
Direct charitable	39	33
Fundraising and publicity	28	24
Management and administration	4	4
	<u>71</u>	<u>61</u>

No employee received remuneration amounting to more than £60,000 in either year.

No Trustees were paid any remuneration during the year and no expenses were paid to Trustees during the year.

Treetops Hospice Trust makes payments on behalf of employees into individuals' defined contributions pension schemes. The assets of these schemes are held separately from those of the charity in independently administered funds. The pension cost charge in the statement of financial activities represents contributions payable by the charity to the funds and amounts to £88,632 (2013: £80,092). At the year end, contributions of £5,342 (2013: £8,555) were outstanding.

TREETOPS HOSPICE TRUST

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2014

15. Tangible fixed assets

<i>Group</i>	Freehold property £	Motor vehicles £	Fixtures and fittings £	Total £
Cost				
At 1 April 2013	1,687,763	14,195	283,001	1,984,959
Additions	350,098	-	36,230	386,328
At 31 March 2014	2,037,861	14,195	319,231	2,371,287
Depreciation				
At 1 April 2013	155,695	12,300	162,407	330,402
Charge for the year	30,042	1,895	67,390	99,327
At 31 March 2014	185,737	14,195	229,797	429,729
Net book value				
At 31 March 2014	1,852,124	-	89,434	1,941,558
At 31 March 2013	1,532,068	1,895	120,594	1,654,557

TREETOPS HOSPICE TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2014**

15. Tangible fixed assets (continued)

<i>Company</i>	Freehold property £	Fixtures and fittings £	Total £
Cost			
At 1 April 2013	1,687,763	182,315	1,870,078
Additions	350,098	6,750	356,848
At 31 March 2014	2,037,861	189,065	2,226,926
Depreciation			
At 1 April 2013	155,695	111,485	267,180
Charge for the year	30,042	41,357	71,399
At 31 March 2014	185,737	152,842	338,579
Net book value			
At 31 March 2014	1,852,124	36,223	1,888,347
At 31 March 2013	1,532,068	70,830	1,602,898

The Trustees are of the opinion that the open market value of the freehold property is in excess of its carrying value. It is not considered practical to quantify this excess.

The costs of the freehold property comprise of the buildings and grounds known as Treetops Hospice Trust.

	2014 £	2013 £
Original costs	246,882	246,882
Improvements to freehold property	1,255,605	1,255,605
Sandiacre premises	155,321	155,321
New build costs	380,053	29,955
Total	2,037,861	1,687,763

TREETOPS HOSPICE TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2014**

16. Fixed asset investments

<i>Company</i>	Shares in group undertakings
<i>Market value</i>	£
At 1 April 2013 and 31 March 2014	11,000

The investments represent the entire ordinary issued share capital in Treetops Retail Limited and Treetops Funding Limited which are registered in England and Wales.

17. Debtors

	Group		Company	
	2014	2013	2014	2013
	£	£	£	£
Trade debtors	68,638	44,538	67,556	41,280
Amounts owed by group undertakings	-	-	80,788	46,128
Other debtors	9,151	250	-	250
Prepayments and accrued income	38,052	60,262	5,458	25,231
	115,841	105,050	153,802	112,889

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

	Group		Company	
	2014	2013	2014	2013
	£	£	£	£
Trade creditors	108,786	45,994	96,403	34,868
Amounts owed to group undertakings	-	-	-	26,647
Other taxation and social security	32,194	27,875	32,194	27,875
Other creditors	48,778	81,026	5,272	25,072
Accruals and deferred income	29,182	17,769	15,366	14,690
	218,940	172,664	149,235	129,152

TREETOPS HOSPICE TRUST

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2014

19. Statement of funds

	Brought Forward £	Incoming resources £	Resources Expended £	Transfers in/out £	Carried Forward £
Designated funds					
New build	200,000	-	-	-	200,000
Fixed assets	1,654,557	-	-	(87,342)	1,567,215
	<u>1,854,557</u>	<u>-</u>	<u>-</u>	<u>(87,342)</u>	<u>1,767,215</u>
General funds					
General funds	782,081	2,650,929	(2,672,420)	90,951	851,541
Total Unrestricted funds	<u>2,636,638</u>	<u>2,650,929</u>	<u>(2,672,420)</u>	<u>3,609</u>	<u>2,618,756</u>
Restricted funds					
Grounds fund	57,899	-	(5,609)	-	52,290
Children's bereavement project	541	10,069	(9,308)	-	1,302
PA system	-	1,038	(114)	(924)	-
Patient treatment couches	-	2,932	(247)	(2,685)	-
Hospice at home salaries	-	25,000	(25,000)	-	-
Clinical support centre	-	374,343	-	-	374,343
	<u>58,440</u>	<u>413,382</u>	<u>(40,278)</u>	<u>(3,609)</u>	<u>427,935</u>
Total of funds	<u>2,695,078</u>	<u>3,064,311</u>	<u>(2,712,698)</u>	<u>-</u>	<u>3,046,691</u>
Summary of funds					
	Brought Forward £	Incoming resources £	Resources Expended £	Transfers in/out £	Carried Forward £
Designated funds	1,854,557	-	-	(87,342)	1,767,215
General funds	782,081	2,650,929	(2,672,420)	90,951	851,541
	<u>2,636,638</u>	<u>2,650,929</u>	<u>(2,672,420)</u>	<u>3,609</u>	<u>2,618,756</u>
Restricted funds	58,440	413,382	(40,278)	(3,609)	427,935
	<u>2,695,078</u>	<u>3,064,311</u>	<u>(2,712,698)</u>	<u>-</u>	<u>3,046,691</u>

TREETOPS HOSPICE TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2014**

19. Statement of funds (continued)

Transfers

Restricted funds relating to capital assets have been transferred to unrestricted funds as once the assets have been purchased, they are not considered to be restricted. The Trustees have also transferred £200,000 to a designated fund to be set aside for the new build costs, and £1,941,558, representing the net book value of the group's fixed assets, to a fixed asset designated fund.

Restricted funds

The purpose of the restricted funds are as detailed on the previous page.

20. Analysis of net assets between funds

	Unrestricted funds 2014 £	Restricted funds 2014 £	Total funds 2014 £	Total funds 2013 £
Tangible fixed assets	1,567,215	374,343	1,941,558	1,654,557
Current assets	1,270,481	53,592	1,324,073	1,213,185
Creditors due within one year	(218,940)	-	(218,940)	(172,664)
	<u>2,618,756</u>	<u>427,935</u>	<u>3,046,691</u>	<u>2,695,078</u>

21. Capital commitments

At 31 March 2014 the group and company had capital commitments as follows:

	Group		Company	
	2014 £	2013 £	2014 £	2013 £
Contracted for but not provided in these financial statements	<u>440,000</u>	<u>782,200</u>	<u>440,000</u>	<u>782,200</u>

TREETOPS HOSPICE TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2014**

22. Operating lease commitments

At 31 March 2014 the group had annual commitments under non-cancellable operating leases as follows:

<i>Group</i>	2014	2013
	£	£
<i>Expiry date:</i>		
Within 1 year	19,970	33,812
Between 2 and 5 years	69,400	52,000
After more than 5 years	29,000	39,000

23. Taxation

As a charity, Treetops Hospice Trust is exempt from tax on income and gains falling within the available tax exemptions to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

24. Related party transactions

There were no related party transactions during the year (2013: None).

25. Controlling party

The company is controlled by its members. No individual member has overall control.