

WOODLANDS HOSPICE CHARITABLE TRUST LIMITED

A COMPANY LIMITED BY GUARANTEE

COMPANY NO 3063721

REGISTERED CHARITY NO 1048934

REPORTS AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2000



**BRESNAN WALSH
CHARTERED ACCOUNTANTS
& REGISTERED AUDITORS
LIVERPOOL**

WOODLANDS HOSPICE CHARITABLE TRUST LIMITED
A COMPANY LIMITED BY GUARANTEE

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WOODLANDS HOSPICE CHARITABLE TRUST LIMITED
A COMPANY LIMITED BY GUARANTEE

COMPANY INFORMATION

Board of Trustees	Robin Downie FRCS (Chairman) Colin Brennand (Hon Treasurer) Pauline Farrell OBE Harry Harwood LL.B Very Rev Canon Anthony Hawley Katherine Hubbert MRCGP DRCOG (Vice Chairman) H. Philip Preece Dip. Arch FRIBA (retired 25 January 2000) John Wood BSc MHSM Dip. HSM Roger Thomas Kenyon (resigned 25 January 2000) Dr David Meldrum Renee Brenner JP BA (appointed 23 November 1999)
Secretary	Phillip Chalmers
Charity Number	1048934
Company Number	3063721 (England and Wales)
Registered office	Woodlands Hospice University Hospital Aintree Campus Longmoor Lane Liverpool L9 7AL
Auditors	Bresnan Walsh 1 Water Street Liverpool L2 ORD
Solicitors	Hill Dickinson Davis Campbell Pearl Assurance House Derby Square Liverpool L2
Bankers	National Westminster Bank Plc Black Bull Branch Cnr Longmoor Lane & Cedar Road Liverpool L9 OEG

WOODLANDS HOSPICE CHARITABLE TRUST LIMITED
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REPORT OF DIRECTORS

The directors present their report and the audited financial statements of the company for the year ended 31 March 2000.

ACTIVITIES

The principal activity of the company is to deliver a specialised palliative care service, principally cancer, to local people and their families.

RESULTS

The deficit for the period amounts to £22,825 (1999 - surplus £6,448). The deficit has been debited to reserves.

DIRECTORS AND THEIR INTEREST

The directors who are also the members have guaranteed £1 each on the occurrence of the company being wound up.

DIRECTORS' RESPONSIBILITIES IN RESPECT OF PREPARATION OF THE FINANCIAL STATEMENTS

The directors are required by the Companies Act 1985 to prepare financial statements which give a true and fair view of the state of affairs of the company at the end of each financial period and of the surplus of the company for that period. In preparing the financial statements, the directors confirm that they have:

- selected appropriate accounting policies and applied them consistently,
- made judgements and estimates that are reasonable and prudent, and
- followed applicable accounting standards.
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in operation.

The directors are responsible for ensuring that the company keeps proper accounting records which disclose with reasonable accuracy at any time, the financial position of the company, and which ensure that the financial statements comply with the Companies Act 1985. The directors have a general responsibility for taking such steps as are reasonably open to them to safeguard the assets of the company and to prevent and detect fraud and other irregularities.

WOODLANDS HOSPICE CHARITABLE TRUST LIMITED
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REPORT OF DIRECTORS

(CONTINUED)

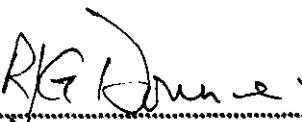
AUDITORS

The auditors, Bresnan Walsh, have indicated their willingness to continue in office and offer themselves for re-appointment at the Annual General Meeting.

SMALL COMPANY EXEMPTIONS

In preparing the above report, the directors have taken advantage of special exemptions applicable to small companies provided by Part 11 of Schedule 8 to the Companies Act 1985.

On behalf of the Board:


.....
Robin Downie FRCS
Director

Dated: 28 November 2000

WOODLANDS HOSPICE CHARITABLE TRUST LIMITED
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AUDITORS' REPORT TO THE MEMBERS

We have audited the financial statements for the year ended 31 March 2000 set out on pages 5 to 11 which have been prepared under the historical cost convention and the accounting policies set out on page 7.

Respective responsibilities of directors and auditors

As described on page 3, the trustees, who are also the directors of the company for the purposes of company law, are responsible for the preparation of financial statements. It is our responsibility to form an independent opinion on those statements, based on our audit, and to report our opinion to you.

Basis of opinion

We conducted our audit in accordance with Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the directors in the preparation of the financial statements, and of whether the accounting policies are appropriate to the company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit in order to obtain all of the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatements, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

Opinion

In our opinion, the financial statements give a true and fair view of the charitable company's state of affairs as at 31 March 2000 and of its incoming resources and application of resources in the year then ended and have been properly prepared in accordance with the provisions of the Companies Act 1985.

Bresnan Walsh

Bresnan Walsh
Chartered Accountants and
Registered Auditors
1 Water Street
Liverpool
L2 0RD

Dated:

13/4/2000

WOODLANDS HOSPICE CHARITABLE TRUST LIMITED
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STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2000

	Note	Unrestricted Funds 2000 £	Restricted Funds 2000 £	Total Funds 2000 £	Total Funds 1999 £
Incoming Resources					
Macmillan Woodlands Appeal			-	-	5,957
Health Authorities		147,979	-	147,979	158,047
Donations & Legacies		157,642	-	157,642	122,458
Non-Monetary Donations		5,607	-	5,607	1,150
Sale of promotional goods		-	-	-	4,179
Interest receivable		16,519	-	16,519	18,077
Covenanted Income		3,350	-	3,350	-
Miscellaneous income		8,548	22,790	31,338	9,763
Total Incoming Resources		339,645	22,790	362,435	319,631
Resources Expended					
Direct charitable expenditure	2	235,468	11,928	247,396	188,581
Fundraising & publicity	3	62,690	-	62,690	58,046
Management & administration	4	72,763	2,411	75,174	66,556
Total Resources Expended	5	370,921	14,339	385,260	313,183
Net Incoming Resources for the year		(31,276)	8,451	(22,825)	6,448
Fund balances brought forward at 1 April 1999		557,149	-	557,149	550,701
Fund balances carried forward at 31 March 2000		525,873	8,451	534,324	557,149

The notes on pages 7 to 11 form part of these Accounts.

WOODLANDS HOSPICE CHARITABLE TRUST LIMITED
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BALANCE SHEET AT 31 MARCH 2000

		£	2000 £	£	1999 £
Fixed Assets					
Tangible fixed assets	6	203,109		225,125	
Investments	7	3		3	
		-----	203,112	-----	225,128
Current Assets					
Stock		-		1,338	
Debtors (including debtors due after one year £56,000, 1999 £63,000)	8	77,281		75,158	
Cash at Bank and in Hand		275,773		285,635	
		-----		-----	
		353,054		362,131	
Creditors: Amounts due within one year	9	21,842		30,110	
		-----		-----	
Net Current Assets			331,212		332,021
			-----		-----
Net Assets			534,324		557,149
			-----		-----
Funds					
Unrestricted Funds			362,071		370,605
Revaluation Reserve	10		163,802		186,544
Restricted Funds	11		8,451		-
			-----		-----
			534,324		557,149
			-----		-----

Approved by the Board on 28 November 2000 and signed on their behalf by:

R/G Downie

Robin Downie FRCS - Chairman

The notes on pages 7 to 11 form part of these Accounts.

WOODLANDS HOSPICE CHARITABLE TRUST LIMITED
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NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2000

1. Accounting Policies

1.1 Basis of Preparation of Accounts

The financial statements are prepared in accordance with applicable Accounting Standards and with the requirements of Statement of Recommended Practice No 2 – "Accounting by Charities".

The company has taken advantage of the exemption in Financial Reporting Standard No 1 from the requirement to produce a cash flow statement.

1.2 Tangible Fixed Assets for use by the Charity and Depreciation

Tangible fixed assets for use by the charity 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 in equal annual instalments on the following bases:

Expenditure on Premises	Period of lease
Computer Equipment	33% p.a.
Fixtures & Fittings	25% p.a.

1.3 Stocks

Stocks of promotional items are carried at the lower of cost and net realisable value.

1.4 Incoming Resources

Voluntary income and donations are accounted for as received by the charity. The income from fundraising ventures is shown gross, with the associated costs included in fundraising costs.

1.5 Donations and Legacies

Donations and legacies are accounted for when the resources are receivable. Donated assets are included at a reasonable estimate of their value and are recognised when receivable.

1.6 Value Added Tax

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

1.7 Management and Administrative Expenditure

Expenditure on management and administration of the charity includes all expenditure not directly related to the charitable activity or fundraising ventures. This includes staff salaries for administrative staff, audit fees and any other relevant administrative expenditure.

1.8 Fund Raising Expenditure

Fund Raising Expenditure comprises costs incurred in inducing people or organisations to contribute financially to the work of the charity. It includes costs of salaries, advertising for funds and the costs of mounting appeals and staging special events.

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NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2000

2. Direct Charitable Expenditure

	2000	1999
	£	£
Provision of Hospice Services		
Clinical services & costs	130,234	123,487
Day Centre	113,290	62,471
Support Costs		
Staff Training	3,872	2,623
	<u>247,396</u>	<u>188,581</u>

3. Fundraising & Publicity

Salaries & Costs	42,026	40,315
Appeals	20,664	14,658
Advertising	-	3,073
	<u>62,690</u>	<u>58,046</u>

4. Management & Administration of the Charity

Salaries & Costs	70,486	63,778
Legal & professional fees	3,788	1,878
Audit fees	900	900
	<u>75,174</u>	<u>66,556</u>

	Staff Costs	Depreciation	Other Costs	Total 2000	Total 1999
	£	£	£	£	£
5. Total Resources Expended					
Charitable Activities	130,234	-	117,162	247,396	188,581
Fundraising & Publicity	42,026	-	20,664	62,690	58,046
Management & Administration of the Charity	41,235	29,251	4,688	75,174	66,556
	<u>213,495</u>	<u>29,251</u>	<u>139,318</u>	<u>385,260</u>	<u>313,183</u>

WOODLANDS HOSPICE CHARITABLE TRUST LIMITED
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NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2000

5. Total Resources Expended (continued)

No employee earned £40,000 per annum or more.

The average number of employees, analysed by function was:

	2000	1999
Charitable Services	15	15
Management & Administration	2	2
Fundraising	4	5
	21	22

No remuneration directly or indirectly out of the funds of the charity was paid or payable for the year to any trustee or to any person or persons known to be connected with any of them. No reimbursement of expenses has been made or is due to be made to any of the trustees in respect of the year.

6. Tangible Fixed Assets

	Expenditure On Premises £	Fixtures & Fittings £	Computer Equipment £	Total £
Cost				
At 1 April 1999	231,576	66,260	10,702	308,538
Additions	-	-	7,235	7,235
	231,576	66,260	17,937	315,773
At 31 March 2000				
Depreciation				
At 1 April 1999	26,043	47,680	9,690	83,413
Charge for year	9,263	16,565	3,423	29,251
	35,306	64,245	13,113	112,664
At 31 March 2000				
Net Book Values				
At 31 March 2000	196,270	2,015	4,824	203,109
At 31 March 1999	205,533	18,580	1,012	225,125

7. Investments

The fixed asset investment of the charity at 31 March 2000 represents a 100% holding of the ordinary share capital of Woodlands Hospice Limited, an unlisted company registered in England and Wales.

WOODLANDS HOSPICE CHARITABLE TRUST LIMITED
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NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2000

	2000 £	1999 £
8. Debtors		
<u>Due within one year</u>		
Amounts owed by group undertakings	15,210	7,000
Income tax recoverable	4,686	2,147
Other debtors	-	1,369
Prepayments	1,385	1,642
	29,281	12,158
<u>Due after one year</u>		
Amounts owed by group undertakings	56,000	63,000
	77,281	75,158

The loan to the subsidiary company is to be secured against the assets of that company, repayable over a period of ten years. Interest is to be charged at one half of one per cent below the base rate on the last day of the accounting year on the balance outstanding at that date.

9. Creditors : Amounts due within one year		
Accruals	3,839	5,770
Other creditors	18,003	24,340
	21,842	30,110

10. Revaluation Reserve		
Balance at 1 April 1999	186,544	209,286
Transfer to unrestricted funds	(22,742)	(22,742)
	163,802	186,544

11. Restricted Funds	Movement in Resources		Balance
	Incoming	Outgoing	31 March 2000
	£	£	£
Miscellaneous Funds	22,790	14,339	8,451

The restricted funds comprise of various funds provided to Woodlands Hospice Charitable Trust Limited for purposes specified by the donor.

12. Contingent Liabilities

In the event of the company being wound up within 25 years of incorporation, the sale proceeds of the buildings and fixtures and fittings would become repayable to Cancer Relief Macmillan Fund. On the completion of 25 years, the hospice will revert to the Aintree NHS Trust, on whose land the hospice is constructed.

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NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2000

12. Indemnity Insurance

The company has not purchased insurance to indemnify the directors against the consequences of any neglect or default on their part.

13. Share Capital

The company is limited by guarantee by the members who are also the directors and trustees. The guaranteed amount is £1 per member.

14. Consolidation of accounts of trading subsidiary, Woodlands Hospice Limited

As stated in the Trustees' Report, it is not the Board's policy to consolidate the results and balance sheet of the trading subsidiary into these accounts, on the grounds of immateriality.

Detail required to be given by Statement of Recommended Practice No 2, "Accounting by Charities", is as follows.

Name of subsidiary	Woodlands Hospice Limited	
Controlling interest	100% holding of the issued share capital	
Relationship of activities	As stated in the Trustees' Report, the subsidiary's principal activities are "operating a lottery and charity shop, to help support" the charity.	
Capital and reserves at 31 March 2000		£
	Capital	3
	Profit and loss account	7,528
	Shareholders funds	7,531
Trading summary for the year ended 31 March 2000		£
	Turnover	196,725
	Expenses	(183,651)
	Net Profit	13,074

There is no taxation liability on the result for the year.

Other notes

It was noted in the subsidiary company's accounts that its ability to continue as a going concern is dependent upon the parent company not requiring payment of the start-up loan in the immediate future.