

THE
PRINCE
OF
WALES
HOSPICE



Impact Report
The exceptional care
achieved together
with our partners in
2019/20

Trustees' Report and Financial Statements Year ended 31 March 2020

Thank you for your support

The Hospice would like to thank everyone who supported our work in 2019/2020 through donations, volunteering hours, event participation and so much more...



Hospice Heroes

The Hospice would like to express particular thanks to the following organisations and community fundraisers who raised or donated £10,000 or more in 2019/20:

Albert Hunt Trust

An anonymous donor, DB

The David Brownlow Charitable Foundation

G3 Remarketing

Michelle Grainger

The Garfield Weston Foundation

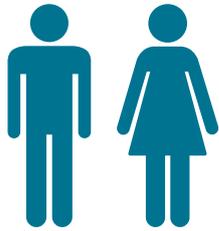
The Julia and Hans Rausing Trust

The Hospice also remembers with gratitude 21 generous supporters who chose to write a gift to the Hospice in their will. Between them these exceptional individuals gave over £298,000 in 2019/20.



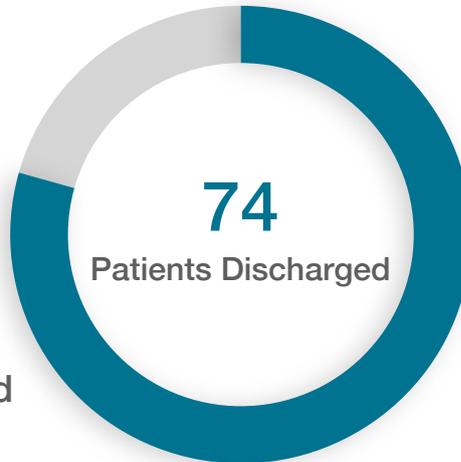
Our Care

Incare



228

Admissions to our Incare ward



13

Patient bedrooms + 1 family room

Outreach

Outreach is for people who have a life limiting condition and live relatively well at home, but could benefit from social support from others in a similar situation. It's a chance to get out of the house, make new friends and participate in crafts and other activities, with the added comfort of being in a safe environment.

38

Patient Referrals



1,338

Lymphoedema Appointments



791

Patient Visits



205

Telephone Bereavement Support Calls



3

Venues



192

Bereavement Counselling Appointments



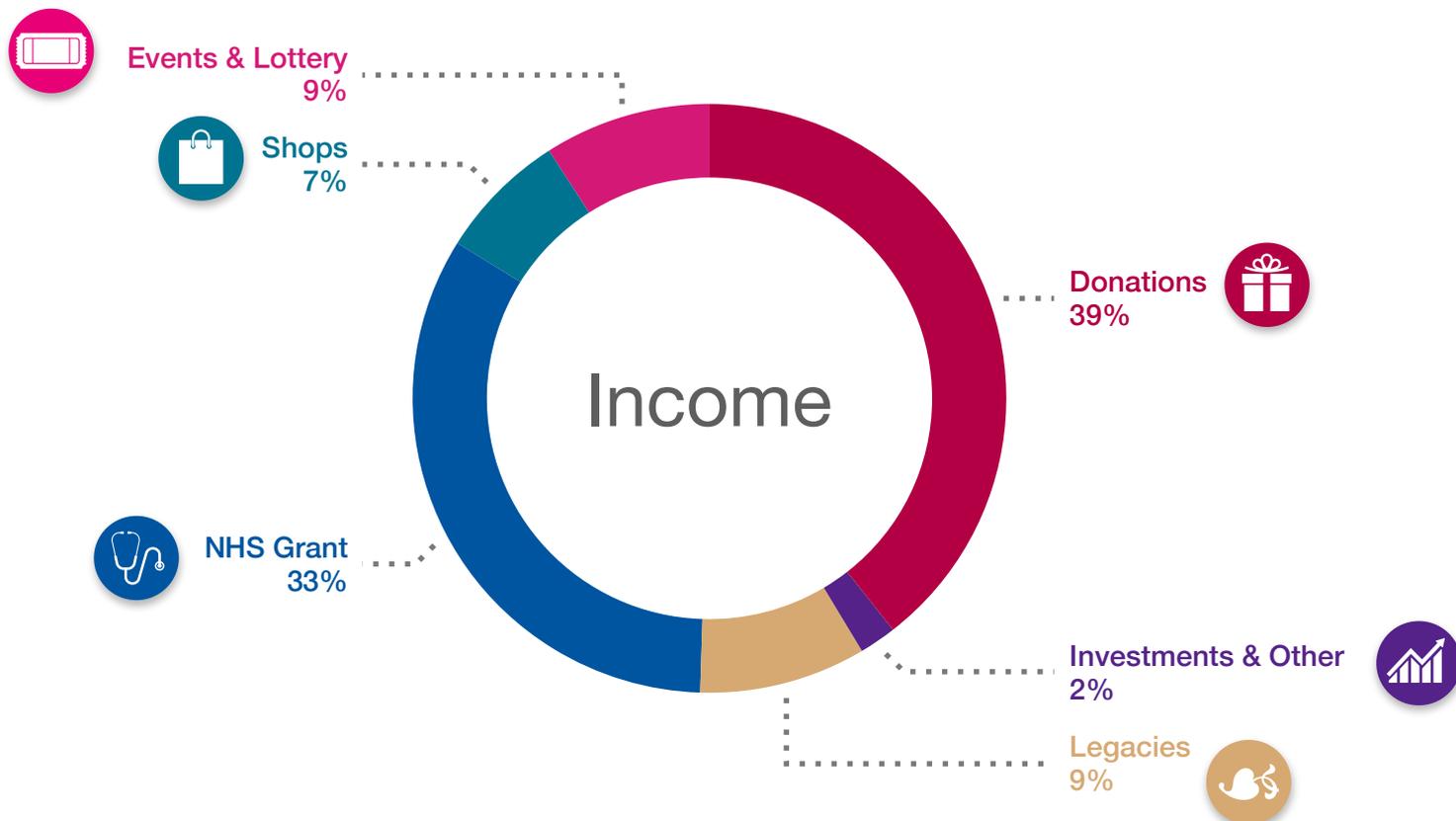
232

Patient Complementary Therapy Sessions



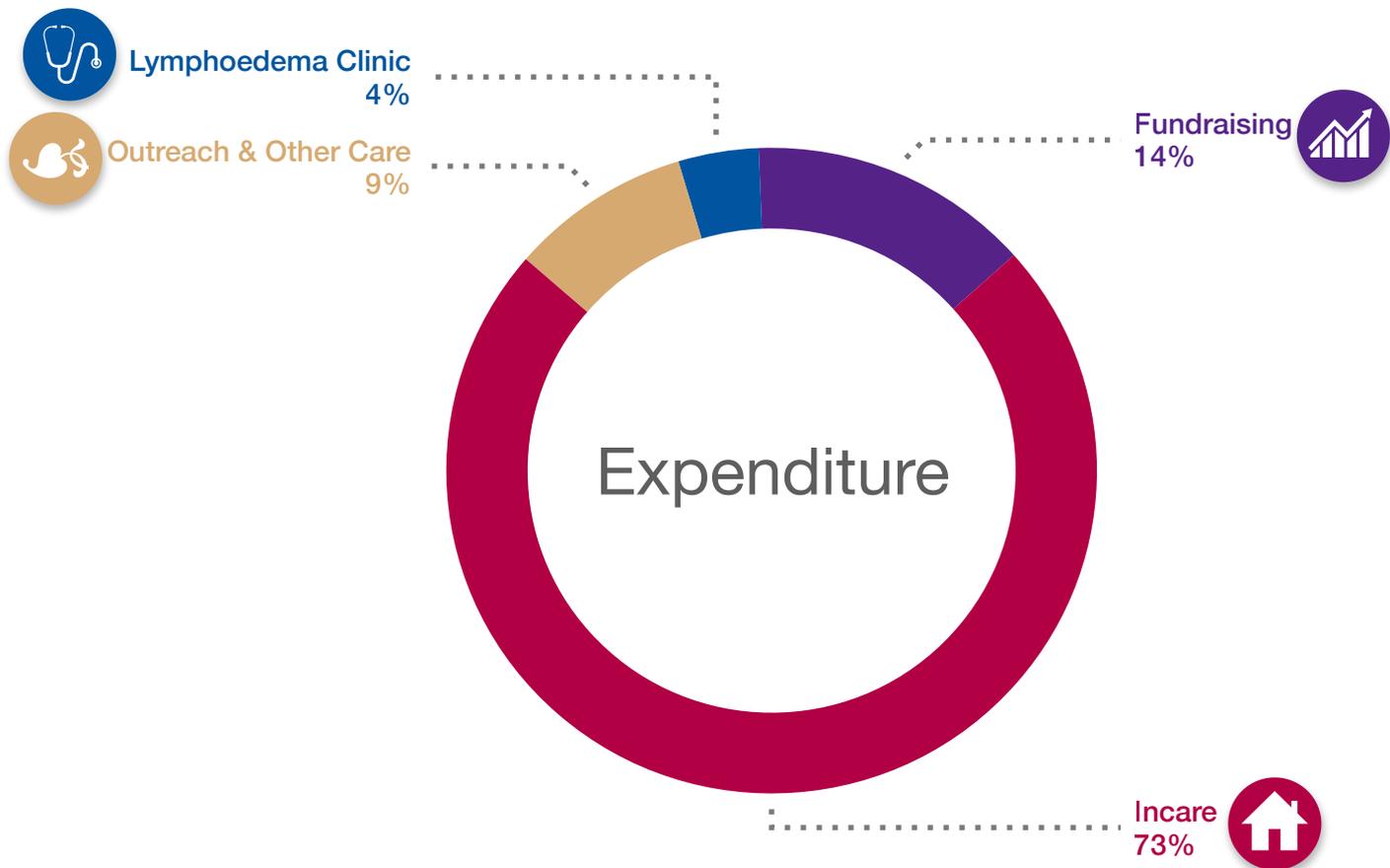
The Lymphoedema clinic continued to operate at 3 sites: The Prince of Wales Hospice, Wakefield Hospice and the Rosewood Centre, Dewsbury. 179 patients accessed Lymphoedema services.

Our Finances



The Hospice receives a minority funding contribution from the Wakefield CCG and in 2019/20 the hospice benefitted from additional one off funding from central government. In total this represented 33% of our income. Nationally there is increased financial pressure on all health and social care providers, and in 2019/20 we saw this locally. The remaining 67% of our funding came from fundraising initiatives, donations, legacies and our charity shops.

Our Finances



In 2018/19, 86p of every £1 spent by The Prince of Wales Hospice was spent directly on patient care. The other 14p of each £1 was spent on fundraising costs, an investment which brought almost a three and half fold return, raising 48p in donations and fundraising income for the Hospice.

The Five Towns Plus Hospice Fund Limited

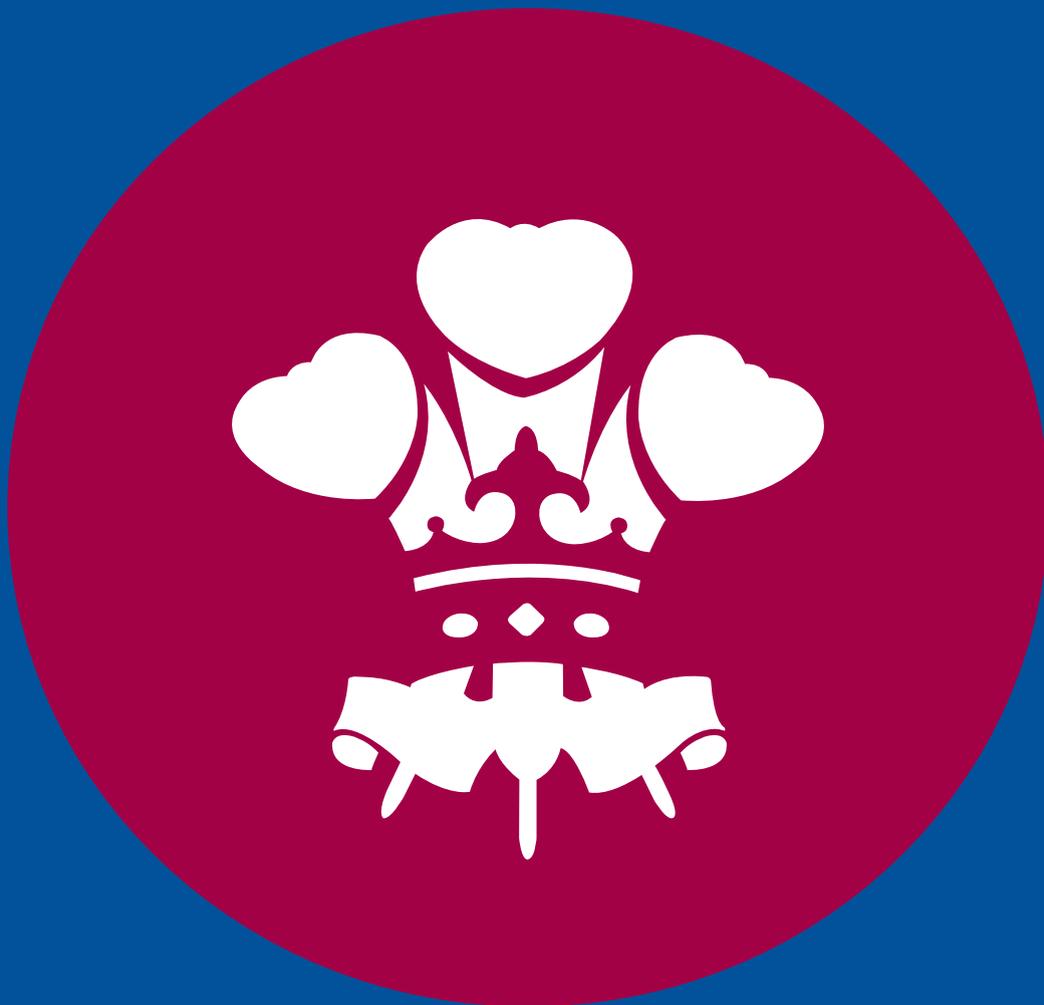
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The Five Towns Plus Hospice Fund Limited

Charity Information



The Five Towns Plus Hospice Fund Limited

Charity information

Charity name	The Five Towns Plus Hospice Fund Limited
Working name	The Prince of Wales Hospice
Charity registration number	514999
Company registration number	01797810
Registered office	The Prince of Wales Hospice, Halfpenny Lane, Pontefract, WF8 4BG

Trustees

Mr G Tollefson (Chair)	Resources and Risk & Governance
Mrs S Cheseldine	Resource and Risk & Governance
Mrs A Gleed MBE	Resources
Mr D Hayes	Risk & Governance
Mr M Izon	Resources
Mr B S Parkes	Risk & Governance
Mr S Rigby	(resigned 7 November 2019)
Dr R E Roche (Deputy Chairman)	Clinical Governance
Mr A C Wearing (Treasurer)	Resources
Dr P Earnshaw	(appointed 13 August 2019)
Miss K Snow	Resources (appointed 7 November 2019)

Senior management team

Mr D M Stewart	Chief Executive and Company Secretary
Mrs A J Darley	Deputy Chief Executive and Head of Estates and Facilities
Mrs J E Schofield	Head of Clinical Services
Dr H A Pearse	Medical Director
Mrs S Calvert	Head of Finance
Mrs L Hamer	Head of Human Resources
Mrs S Batty	Head of Income Generation

Auditors

Garbutt & Elliott Audit Limited
Chartered Accountants
Triune Court, Monks Cross Drive
York, YO32 9GZ

Bankers

Yorkshire Bank plc
Ropergate, Pontefract, WF8 1LQ

COIF Charity Fund
Senator House, 85 Queen Victoria Street, London, EC4V 4ET

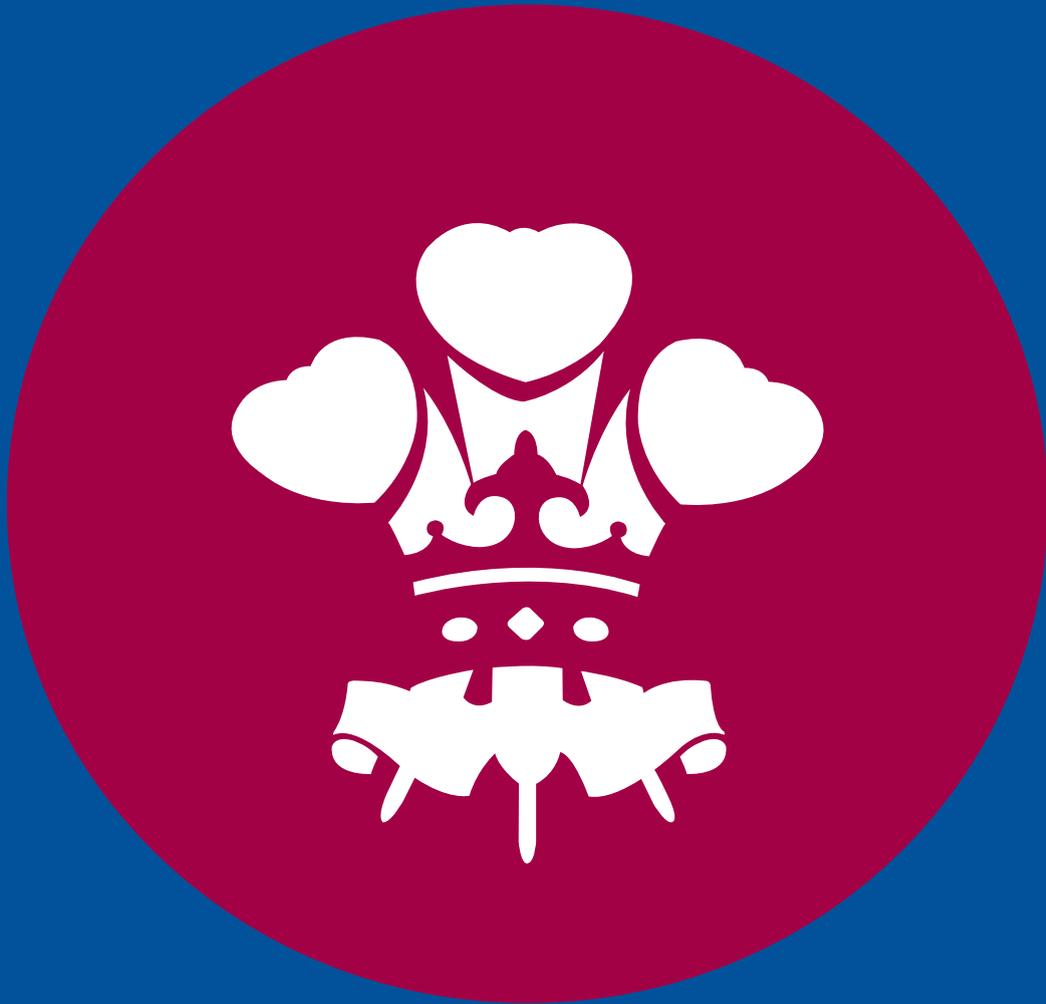
Solicitors

Moxon & Barker
The Law Chambers, Belks Court, Pontefract, WF8 1DF

Wrigleys Solicitors LLP
19 Cookridge Street
Leeds LS2 3 AG

The Five Towns Plus Hospice Fund Limited

Report of the Trustees



The Five Towns Plus Hospice Fund Limited

Report of the Trustees for the year ended 31 March 2020

The trustees present their annual report, which also meets the requirements of a Directors Report for the purposes of Company Law, together with the audited consolidated financial statements of the charity and its subsidiaries for the year ended 31 March 2020.

The reference and administrative information set out on page 1 forms part of this report. The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

Structure, governance and management

The Company is limited by guarantee and is governed by its Memorandum and Articles of Association as adopted at its Annual General Meeting on 12 November 2015. It is registered as a charity with the Charity Commission. The Five Towns Plus Hospice Shops Ltd, is a wholly owned subsidiary.

The Directors of the Company are listed on page 1 and are known as the Board of Trustees. Trustees who were such when the Memorandum and Articles of Association were adopted at its Annual General Meeting on 12 November 2015 must seek re-appointment at the Annual Trustees' Meeting at the end of each three-year period. All trustees appointed after that date may serve no more than three terms of office of three years each (either consecutively or in total) up to the age of 75 unless they are invited to continue by all (i.e. 100%) of the remaining trustees. Trustees appointed before that date are, if appropriate, re-appointed by the Board at the end of each three-year term and Trustees there is no upper limited to the period served. Therefore the maximum term of service for some trustees exceeds the 9 years recommended by the Charity Governance Code. However, the Board of Trustees have agreed that a longer maximum term of service is more appropriate for a local service delivery charity like the Hospice and enables it to achieve the optimum balance of skills and experience on the Board.

Following a campaign to recruit new trustees, two new trustees were appointed during the year.

The trustees meet at least four times a year. There are Board sub-committees covering clinical governance, corporate risk and governance, remuneration and resources, all of which report to the Board. Appropriate members of the senior management team are present at the meetings of the Board sub-committees. A Chief Executive is appointed by the trustees to manage the day-to-day operations of the charity. To facilitate the effective operation of the Hospice and its subsidiary company, the Chief Executive has delegated authority for all operational matters.

The Board continued to consider its composition and effectiveness. The Hospice has a full induction programme for newly appointed trustees and all trustees are appraised. Trustees are encouraged to attend appropriate external training events when these will facilitate the undertaking of their role.

The Charity is a member of Hospice UK. Members of the senior management team regularly meet with their peers in other hospices in Yorkshire and the Humber to support each other and to share good practice.

Objects and activities

The objects of the Charity, as set out in the Articles of Association adopted on 12 November 2015, are:

- to promote the relief of sickness by such charitable means as the Charity shall from time to time think fit and to provide support to the families and carers of those in need by reason of ill health;
- and to relieve those in need by reason of ill health and/or age through the establishment and maintenance of a care home with nursing.

The Five Towns Plus Hospice Fund Limited

Report of the Trustees for the year ended 31 March 2020 (continued)

The principal activity of the Charity is the provision of effective, supportive and professional hospice-based specialist palliative care. Palliative care is a key component of end-of-life care which is defined by the National Institute for Health and Care Excellence (NICE) as:

'The active holistic care of patients with advanced progressive illness. Management of pain and other symptoms and provision of psychological, social and spiritual support is paramount. The goal of palliative care is achievement of the best quality of life for patients and their families. Many aspects of palliative care are also applicable earlier in the course of the illness in conjunction with other treatments.'

Palliative care aims to:

- *affirm life and regard dying as a normal process*
- *provide relief from pain and other distressing symptoms*
- *integrate the psychological and spiritual aspects of patient care*
- *offer a support system to help patients live as actively as possible until death*
- *offer a support system to help the family cope during the patient's illness and in their own bereavement*

Specialist palliative care encompasses hospice care (including inpatient hospice care, day therapy and hospice at home) as well as a range of other specialist advice, support and care such as that provided by hospital palliative care teams. Specialist palliative care should be available on the basis of need, not diagnosis.

The trustees have had regard to the guidance provided by the Charity Commission on public benefit. In providing care as above the Hospice is providing a public benefit in line with its prime object. The Hospice will consider referrals of any patients from any medical or clinical practitioner or other clinical organisation. The Hospice will admit all such referred patients unless (a) a clear need for specialist palliative care has not been established, (b) it would be detrimental to a patient's well-being or (c) there are no beds or day places available. The Hospice does not charge patients or their relatives or carers for any of its services. Although the Hospice was set-up to cater for the needs of the people of eastern Wakefield (or the 'Five Towns'), it will accept patient referrals from anywhere in the UK and will consider those referrals in the same way and against the same criteria as local referrals.

In furtherance of the second object, the Company had obtained planning permission for the construction of a care home with nursing on the same site as the Hospice but, following a rigorous cost appraisal of building and running such an establishment, has decided to leave this development in abeyance.

The Board's strategy remains one of continuous improvement to the quality and scope of hospice care for patients with life limiting illnesses, closer collaboration with partner organisations, including the NHS, in the provision of palliative and specialist palliative care and the education of those professionals who require an understanding or knowledge of palliative and specialist palliative care.

The Hospice successfully registered with the Care Quality Commission (CQC) in 2010 and is regulated by it. The Hospice was inspected by the CQC in late 2016, when it was accorded an overall rating of, "good". Systematic programmes of clinical audit and medical and clinical staff education continue to support ongoing improvements in professional care.

The Five Towns Plus Hospice Fund Limited

Report of the Trustees for the year ended 31 March 2020 (continued)

Future Plans

The Charity's objectives for 2020/21 are:

- a) *to continue to strengthen the Board through the further recruitment of trustees that will provide a wider diversity of membership with a more balanced portfolio of skills and experience;*

In order to achieve the above we have full recruitment process for the recruitment of trustees, including interview and induction programmes. Existing trustees undertake annual appraisals and relevant training.

- b) *to pursue vigorously, and as a priority, the four strategic ambitions agreed in February 2020, which are:*

Grow and diversify income generation streams

Develop new outpatient and wellbeing service for patients and carers

Develop and enhance current inpatient and outpatient services to patients and carer

Everyone in our community knows who we are and what we do

We have developed a wellbeing committee who are responsible for developing the wellbeing, outpatient and in care services which meets every 4-6 weeks to look at opportunities for development. The Hospice has established a Hospice Management Group, which sits below the Senior Manager Team, to allow additional input and capacity into driving forward the strategic ambitions.

- c) *to fully engage with the national, regional and local reviews of palliative and end of life care and to consider whether the outcomes of those reviews should be taken forward by the Hospice in line with its strategic ambitions.*

The Hospice Senior Manager Team are represented and Chair a number of national, regional and local boards including:

Chair of EHCLIP

Vice Chair of the ICS Palliative and End of Life Care Group Board

Chair of Wakefield EoLC Board

Members of the WYH Hospice Collaborative project

Members of regional peer groups

Achievements and Performance

The charity's objectives for 2019/20 were:

- a) *to continue to strengthen the Board through the recruitment of further trustees and relevant training;*

Two trustees were recruited during the year and were fully inducted, and the Board met twice in developmental sessions on strategy development, and had access to relevant training including Information Governance training. Trustee appraisal to identify strengths and training needs were introduced.

- b) *to explore what would be the optimum provision of end of life care that should be provided by the Hospice to best meet the needs of the communities it serves and to introduce or revamp services accordingly;*

The Hospice continued to work with the Wakefield district end of life care board and with the West Yorkshire and Harrogate Health and Care Partnership palliative and end of life care group in developing fresh approaches to palliative care. That involvement informed the development of the Hospice's strategic ambitions that are being pursued in 2020/21.

The Five Towns Plus Hospice Fund Limited

Report of the Trustees for the year ended 31 March 2020 (continued)

At the end of the financial reporting period the Hospice was providing the following services to benefit the public:

- a) thirteen patient beds providing specialist inpatient care to manage pain and symptoms during the advanced stages of patients' illnesses;
- b) a day therapy service running a day a week in three separate community settings for individuals with terminal illnesses who live at home;
- c) a bereavement service providing resources, structured group/one to one support and fully trained individual face to face counselling
- d) support for all hospice services from a multi disciplinary team including a physiotherapist, a spiritual lead, a complementary therapist, clinicians, nurses, and a social worker;
- e) education and training aimed at increasing end of life care knowledge and skills amongst health care professionals in and out of the Hospice; and
- f) specialist lymphoedema clinics in Dewsbury, Pontefract and Wakefield.

The services provided under (b), (c), (e) and (f) above ceased face-to-face contact in March 2020 as a consequence of the coronavirus pandemic, but contact was maintained with patients and service users by telephone or 'virtually' to ensure continuity of support.

The Hospice pursued a broad spectrum of fundraising opportunities and initiatives, including fundraising from trusts, companies, community groups, individuals and the organisation of fundraising events. In 2019/20 the Hospice continued to be a member of the Fundraising Regulator. The Hospice remained committed to compliance with the fundraising Code of Practice and upheld the commitments of the Fundraising Promise.

Financial review

The charity's financial health at the year-end remained strong due to significant grant income, legacies and strong retail performance.

The Group's net income in the Consolidated Statement of Financial Activities of £31,601 surplus (2019: surplus of £315,545) comprises a surplus of £55,474 (2019: surplus of £257,821) from unrestricted funds and a deficit of £23,873 (2019: surplus of £57,724) from restricted funds.

Restricted income of £255,476 (2019: £227,909) includes donations for IT infrastructure upgrades and the sponsorship of nurses.

Legacy income of £267,253 (2019: £625,892), which is subject to significant year-on-year fluctuations, decreased by £358,639.

Shops income of £1,373,477 (2019: 1,415,460) was £41,983 lower than 2018/19 reflecting increasingly difficult trading on the high street. A new shop in Selby was opening during the year and a specialist children shop opened at the end of the year.

Direct Grant funding from the NHS remained static and £71,000 was received via the CCG as a one off payment from central government to support Hospices.

Total expenditure on charitable activities was £2,440,467 (2019: £2,446,657). We understand we operate in a competitive market for quality employees and that attracting and retaining such people is influenced by salary levels along with other factors. A pay rise of 2% was given to all staff (excluding the Senior Management Team, who received 1%) in April 2019.

The Five Towns Plus Hospice Fund Limited

Report of the Trustees for the year ended 31 March 2020 (continued)

Fundraising review

All fundraising activity on behalf of the Hospice was undertaken by Hospice staff or registered Hospice volunteers, except the following:

- 1) the Hospice was one of 23 partner hospices who worked with Local Hospice Lottery to run a weekly lottery game. Through this partnership, we aimed to develop a regular stream of income for our care, whilst providing local people with a way to support the Hospice and a chance to win prizes in a weekly draw. In 2019/20 the Hospice received payments totalling £150,491 (2018/19 - £122,878) from Local Hospice Lottery.

Promotional activity included telemarketing, door to door canvassing and static public venue canvassing, Facebook advertising and mailing. During the year the canvassers swapped over from paper sign-ups to using tablets. This has made the process much easier for the supporter and means we are able to track canvassing through an online portal. We signed off new artwork for us on the tablets and work is ongoing with all LHL partners on a new welcome pack for supporters.

LHL played a large part in lobbying the Government to approve the lifting of the maximum annual turnover per society lottery from £10 million to £50 million.

During 2019/20, the percentage payable to partner hospices was reviewed and payment terms enhanced for the benefit of partner hospices. These improvements are being incorporated in new contracts with partners early in 2020/21

- 2) Roma Fundraising sold advertising space in Hospice publications, business to business, with the publications being provided free of charge. The company is experienced in the public and not for profit sector and endorsed by a number of charities. We were able to supply an exclusion list of businesses we didn't want approached, to work in partnership with them to develop their solicitation statement, ensuring advertisers were clear about the contribution they were making to the Hospice.
- 3) Money Tree Fundraising provided general trust fundraising support including, but not limited to:
 - a) Developing and preparing match funding proposals relating to an identified IT capital/revenue project.
 - b) Review and revision of a case for support for unrestricted funds.
 - c) Preparing proposals and applications for unrestricted funding.

The charity received three complaints related to fundraising activity in the year 2019/20, one of which related to activity carried out by Local Hospice Lottery. The Hospice and Local Hospice Lottery fundraisers continued their commitment to not knowingly soliciting support from vulnerable people, adhering to a documented course of action should it become clear that someone is vulnerable.

The Hospice's Trustees greatly appreciate the hard work, dedication and enthusiasm of staff and volunteers throughout the year, and are grateful to them for their efforts. Volunteers helped in the Hospice during the year – for example on Incare and Outreach; fundraising; the garden and allotment; the kitchen and housekeeping; and as receptionists and with administration. In addition, volunteers helped in our charity shops, working on the till, sorting donations, checking electrical goods and assisting the van drivers to collect and deliver furniture.

The Trustees are very grateful for corporate and community support of the Hospice in donations of money, legacies, support of our events and shops. The Hospice is reliant on individuals, companies and organisations in the community raising money; our own events and activities alone could never raise enough funds to provide Hospice care.

The Five Towns Plus Hospice Fund Limited

Report of the Trustees for the year ended 31 March 2020 (continued)

Factors likely to affect the future financial performance

At the onset of the Covid-19 pandemic the Hospice took the decision to close all of its shops on 23 March 2020. The shops reopened over a period from May to October 2020 to challenging high street conditions and therefore it is expected that retail income will be significantly reduced in the period to 31 March 2021. Losses on income will be partially offset by retail grants provided by the Government for retail establishments and the use of the Coronavirus Job Retention Scheme.

The Hospice also had to cancel a number of its fundraising events which were due to take place during the year. The loss of fundraising income is partially offset by funding received by the Hospice sector to ensure that Hospice capacity across the country remained available during the pandemic.

We are grateful for the ongoing support of the community during this period especially in the response to our crisis appeal, the inventive way the community used their creativity and the gifts in kind we received especially personal protective equipment.

At the time of approving the financial statements, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future and not less than one year from the date of approval. The Trustees are constantly monitoring the financial position of the charity and the ongoing uncertain situation in respect of COVID-19. The charity has no borrowings and has received substantial funding from government grants and contracts during the 2020/21 financial year. The Charity has a number of ongoing grants and contracts and is pursuing new contracts, as such the pandemic is not expected to give rise to a material fluctuation in the funds of the charity, however this is being constantly monitored.

Pay policy for senior staff

Remuneration of key staff including the Chief Executive and Senior Team is reviewed annually and decided by the Resource Committee. In 2019/20 the senior pay was increased by 1%, which was less than other members of staff.

Reserves policy

The Board of Trustees has considered the charity's requirements for reserves in the light of the main risks to the operation. That review considered the nature and amounts of the income and expenditure streams, in particular the need to match variable income with fixed commitments and the nature of reserves. The group's main cost is staff salaries: these are regular payments, whereas income is more erratic. The review concluded that a buffer for uninterrupted services and sufficient management flexibility would be ensured by a general reserve of a minimum of four months' salary costs. At 31 March 2020 free reserves, which are unrestricted funds excluding funds designated or invested in fixed assets, stood at £1,495,802 (2019: £1,354,334). This represented six months salary costs.

Risk management

Strategic risks are reviewed annually by the Board of Trustees and by the Hospice's senior management team at each of its meetings. The Board of Trustees has agreed actions to mitigate these risks.

The responsibility for reviewing these risks rests with relevant Board sub-committees and nominated senior managers. The Hospice's senior management team reviews all risks and agreed mitigating actions at its monthly meetings with a view to proposing changes to the Board and the relevant sub-committees.

The four main areas of risk are:

- reduced funding (from fundraising, retail or NHS grants)
- loss of key staff (e.g. consultants in palliative medicine)
- difficulty in recruiting or retaining professional staff
- loss of premises or facilities (e.g. IT)

The Five Towns Plus Hospice Fund Limited

Report of the Trustees for the year ended 31 March 2020 (continued)

Trustees' responsibilities for the financial statements

The charity Trustees, who are also directors for the purposes of company law, are responsible for preparing a Trustees' annual report and financial statements in accordance with applicable law and UK Accounting Standards (UK Generally Accepted Accounting Practice).

Company law requires the charity Trustees to prepare financial statements for each year which 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 the 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 judgements and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue to operate.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity 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 charity and the group and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the UK governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Statement as to disclosure of information to auditors

In so far as the Trustees are aware at the time of approving our Trustees' annual report:

- there is no relevant information, being information needed by the auditor in connection with preparing their report, of which the group's auditor is unaware; and
- the Trustees, having made enquiries of fellow directors and the group's auditor that they ought to have individually taken, have each taken all steps that they are obliged to take as directors in order to make themselves aware of any relevant audit information and to establish that the group's auditor is aware of that information.

Auditors

A resolution proposing that Garbutt & Elliott Audit Limited be re-appointed as auditor of the charity will be put to the Annual General Meeting.

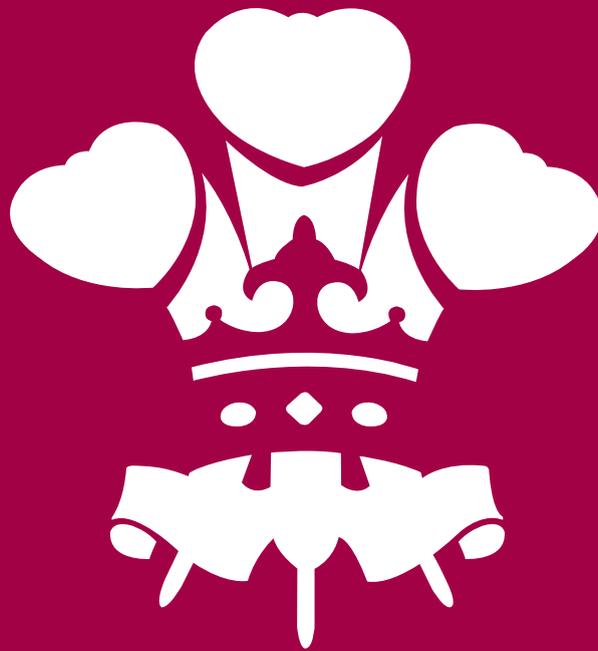
The Trustees' Report was approved by the Board of Trustees on 22nd October 2020 and signed on its behalf by:



Mr G Tollefson
Chair

The Five Towns Plus Hospice Fund Limited

Independent Auditor's Report



The Five Towns Plus Hospice Fund Limited

Independent Auditor's Report to the Members and Trustees of The Five Towns Plus Hospice Fund Limited

Opinion

We have audited the financial statements of The Five Towns Plus Hospice Fund Limited (the “parent charity”) and its subsidiaries (the “group”) for the year ended 31 March 2019, which comprise of the Consolidated Statement of Financial Activities, the Consolidated Balance Sheet, The Parent Company Balance Sheet, the Statement of Consolidated Cashflows and the notes to the financial statements, 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 Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the group's and parent charitable company's affairs as at 31 March 2020 and of its income and expenditure 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 Charity 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 group's and Charity'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.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. 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.

The Five Towns Plus Hospice Fund Limited

Independent Auditor's Report to the Members and Trustees of The Five Towns Plus Hospice Fund Limited

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 (incorporating the the directors' report) for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the trustees' report (incorporating the directors' 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 Charity and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Annual 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;
- the financial statements are not in agreement with the accounting records and returns;
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not obtained all the information and explanations necessary for the purposes of our audit.

Responsibilities of the 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 they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the group's and parent charity'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 Charity or to cease operations, or have no realistic alternative but to do so.

Our 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.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

The Five Towns Plus Hospice Fund Limited

Report of the Trustees for the year ended 31 March 2020

Use of Our Report

This report is made solely to the Charity'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 Charity's members 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 Charity's members as a body, for our audit work, for this report, or for the opinions we have formed.

Garbutt & Elliott Audit Limited

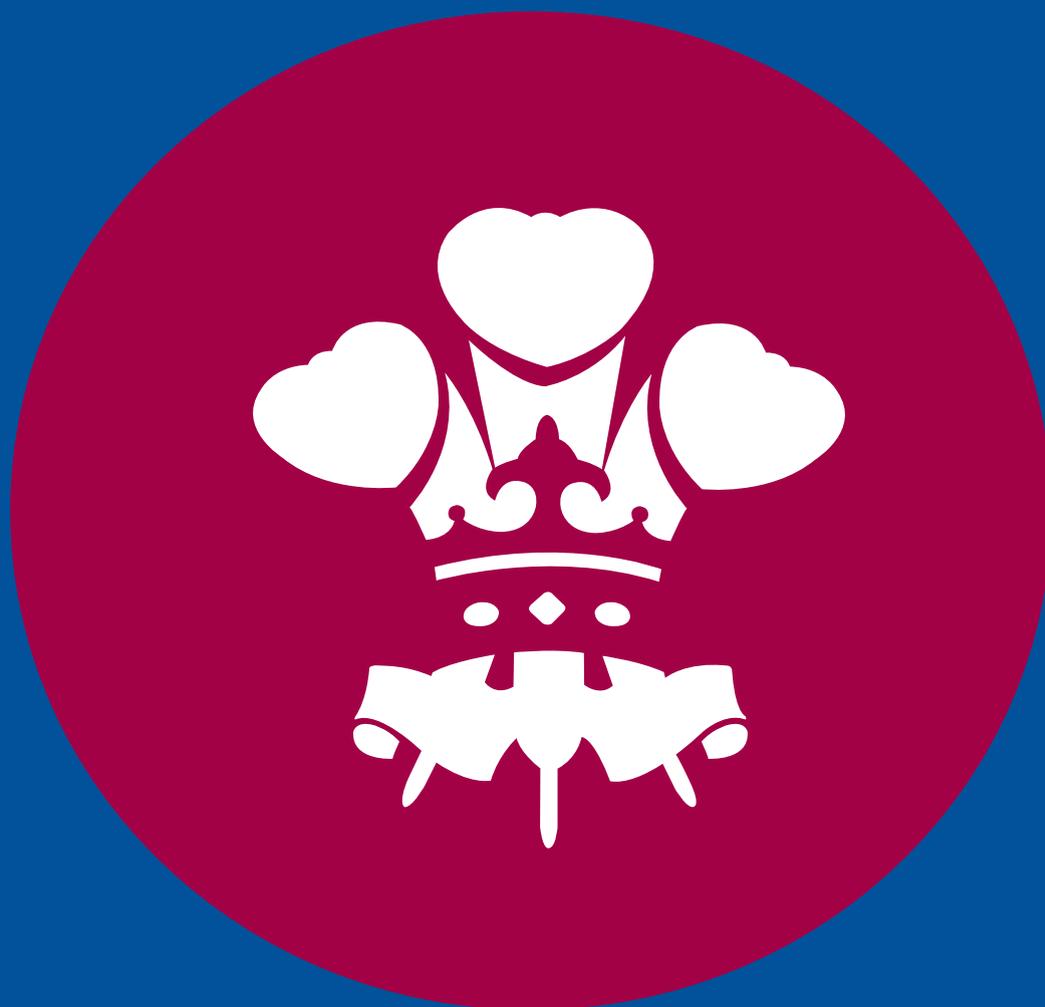
Laura Mashedor
Senior Statutory Auditor

**For and on behalf of Garbutt & Elliott Audit
Limited Statutory Auditor**

9 November 2020
Triune Court
Monks Cross Drive
York
YO32 9GZ

The Five Towns Plus Hospice Fund Limited

Consolidated Statement of Financial Activities



The Five Towns Plus Hospice Fund Limited

Consolidated Statement of Financial Activities (incorporating a consolidated Income and Expenditure account) for the year ended 31 March 2020

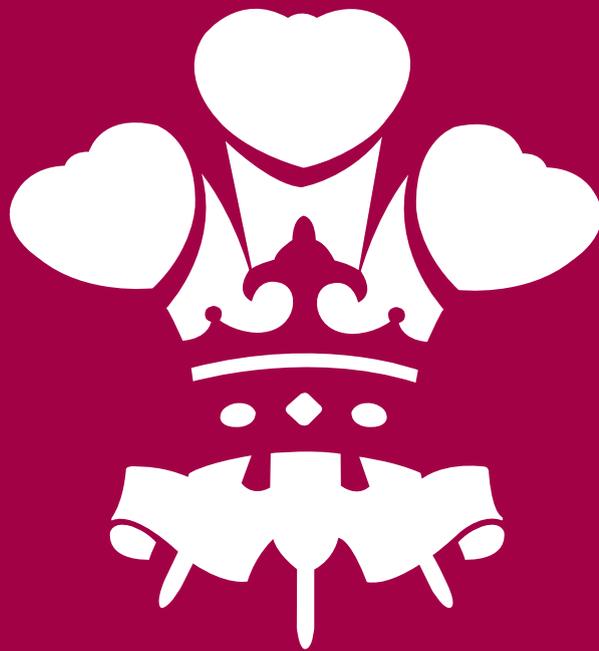
	Notes	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Unrestricted Funds (restated)	Restricted Funds (restated)	Total 2019 (restated)
INCOME FROM:							
Donations and legacies:							
Donations	2	869,318	254,996	1,124,314	772,780	227,909	1,000,689
Legacies	2	267,253	-	267,253	625,892	-	625,892
Income from charitable activities:							
NHS grants for palliative care	4	952,521	-	952,521	843,401	-	843,401
Income from other trading activities:							
Shops	3	1,373,477	-	1,373,477	1,415,460	-	1,415,460
Rental income	3	8,250	-	8,250	8,250	-	8,250
Café	3	-	-	-	15,622	-	15,622
Fundraising events and lottery		272,199	480	272,679	209,309	-	209,309
Investment income		10,497	-	10,497	5,961	-	5,961
Other income:							
Profit on disposal of fixed assets		411	-	411	3,394	-	3,394
Other income		48,473	-	48,473	27,686	-	27,686
TOTAL INCOME		3,802,399	255,476	4,057,875	3,927,755	227,909	4,155,664
EXPENDITURE ON:							
Costs of raising funds: Costs of raising donations, legacies and fundraising							
	7	398,102	4,250	402,352	335,756	2,400	338,156
Shops	3, 7	1,187,189	50	1,187,239	1,048,489	-	1,048,489
Café	3, 7	-	-	-	11,259	-	11,259
		1,585,291	4,300	1,589,591	1,395,504		1,397,904
Expenditure on charitable activities:							
Hospice inpatient unit	7	1,906,588	163,987	2,070,575	1,969,456	78,764	2,048,220
Lymphoedema clinic	7	109,720	5,000	114,720	126,290	2,083	128,373
Outreach and other care	7	234,303	20,869	255,172	196,097	73,967	270,064
		2,250,611	189,856	2,440,467	2,291,843	154,814	2,446,657
TOTAL EXPENDITURE		3,835,902	194,156	4,030,058	3,687,347	157,214	3,844,561
Net income for the year before other recognised gains/(losses) and taxation							
Realised and unrealised gains on investments	17	3,784	-	3,784	4,442	-	4,442
Net income/(expenditure) or the year		(29,719)	61,320	31,601	244,850	70,695	315,545
Transfers between funds	21	85,193	(85,193)	-	12,971	(12,971)	-
Net movement in funds		55,474	(23,873)	31,601	257,821	57,724	315,545
Total funds brought forward		3,184,225	126,117	3,310,342	2,926,404	68,393	2,994,797
Total funds carried forward	21	3,239,699	102,244	3,341,943	3,184,225	126,117	3,310,342

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derives from continuing activities of the group.

The Statement of Financial Activities also complies with the requirements for an Income and Expenditure Account under the Companies Act 2006

The Five Towns Plus Hospice Fund Limited

Consolidated Balance Sheet



The Five Towns Plus Hospice Fund Limited

Consolidated Balance Sheet as at 31 March 2020

	Notes	2020		2019	
		£	£	£	£
Fixed assets					
Tangible assets	12		1,743,897		1,778,091
Investments	17		25,257		21,473
			1,769,154		1,799,564
Current assets					
Stock	15		7,065		9,543
Debtors	16		1,201,734		419,652
Cash at bank and short term deposits			1,550,010		1,504,311
			2,758,809		1,933,506
Liabilities					
Creditors: Amounts falling due within one year	18		1,186,020		422,728
Net current assets			1,572,789		1,510,778
Total assets less current liabilities			3,341,943		3,310,342
Provisions for liabilities					
Total net assets			3,341,943		3,310,342
The funds of the Charity:					
Restricted income funds	21		102,244		126,117
Unrestricted funds			3,239,699		3,184,225
Total funds			3,341,943		3,310,342

The financial statements on pages 12 to 35 were approved by the Trustees on 22 October 2020 and signed on their behalf by:



Mr G Tollefson
(Chair)

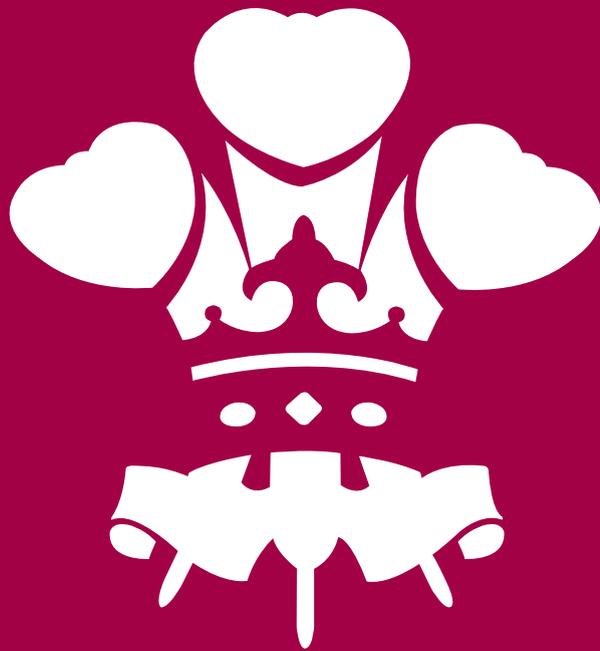


Mr A C Wearing
(Treasurer)

Company Registration Number: 01797810

The Five Towns Plus Hospice Fund Limited

Company Balance Sheet



The Five Towns Plus Hospice Fund Limited

Parent Company Balance Sheet as at 31 March 2020

	Notes	2020		2019	
		£	£	£	£
Fixed assets					
Tangible assets	13		1,743,897		1,778,091
Investments in subsidiaries	14		2		202
Investments	17		25,257		21,473
			1,769,156		1,799,766
Current assets					
Stock	15	7,065		9,543	
Debtors falling due within one year	16	1,201,734		420,237	
Cash at bank and short term deposits		1,550,010		1,503,556	
		2,758,809		1,933,366	
Liabilities					
Creditors: Amounts falling due within one year	18	1,186,022		422,728	
Net current assets			1,572,787		1,510,608
Total assets less current liabilities			3,341,943		3,310,374
Total net assets			3,341,943		3,310,374
The funds of the Charity:					
Restricted income funds	21		102,244		126,117
Unrestricted funds			3,239,499		3,184,257
Total Charity Funds			3,341,743		3,310,374

The financial statements on pages 12 to 35 were approved by the Trustees on 22 October 2020 and signed on their behalf by:



Mr G Tollefson
(Chair)

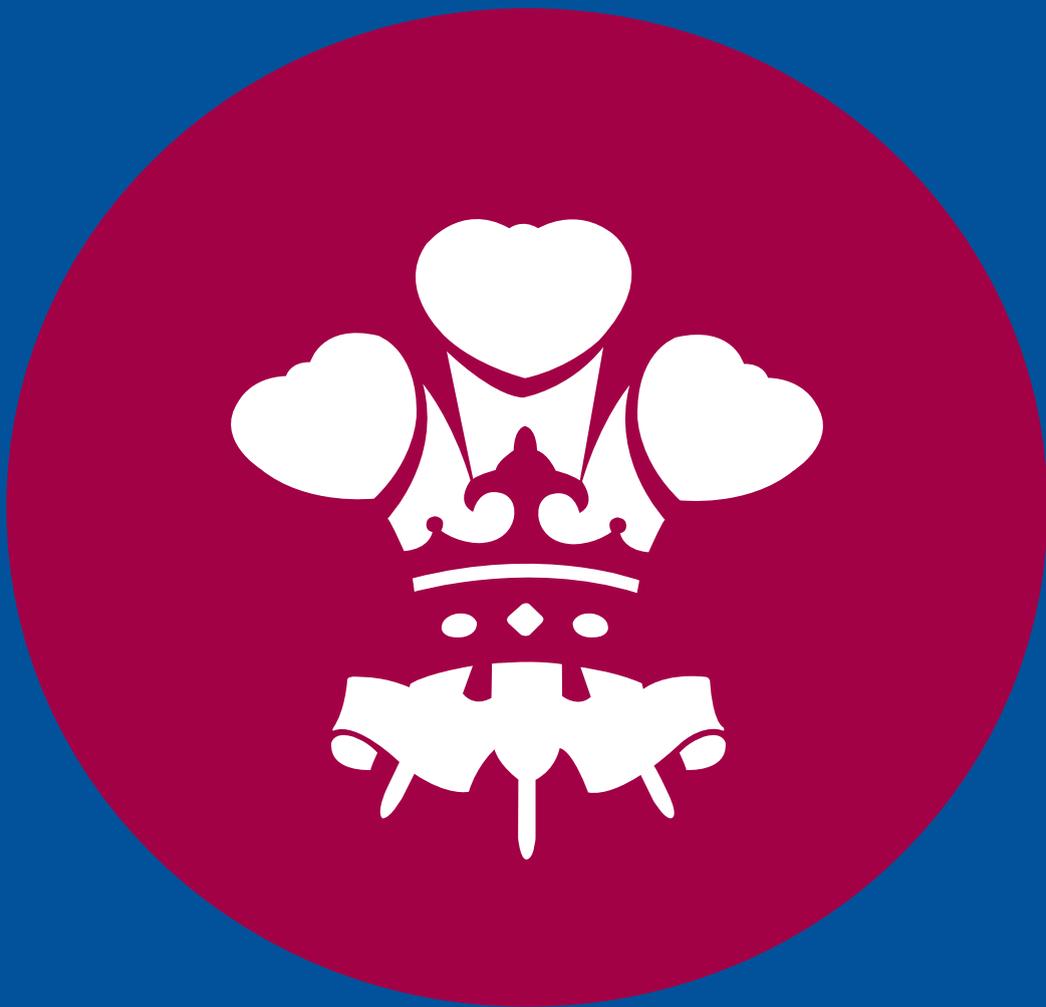


Mr A C Wearing
(Treasurer)

Company Registration Number: 01797810

The Five Towns Plus Hospice Fund Limited

Consolidated Cash Flow Statement



The Five Towns Plus Hospice Fund Limited

Statement of Consolidated Cash Flows as at 31 March 2020

	2020 £	2019 £
Net cash provided by:		
Operating activities	209,355	607,498
Cash flows from investing activities:		
Dividends and interest from investments	10,497	5,961
Proceeds from the sale of tangible fixed assets	898	15,608
Purchase of tangible fixed assets	(175,051)	(69,260)
Net cash used in investing activities	(163,656)	(47,691)
Change in cash and cash equivalents in the year	45,699	559,807
Cash and cash equivalents at the beginning of the year	1,504,311	944,504
Cash and cash equivalents at the end of the year	1,550,010	1,504,311

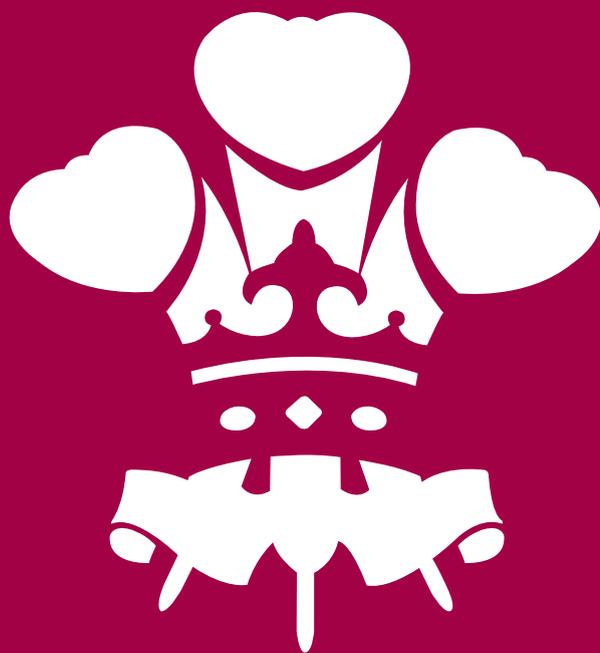
Reconciliation of net income/(expenditure) to net cash flow from operating activities

	2020 £	2019 £
Net income/(expenditure) for the year	31,601	315,545
Adjustments for:		
Depreciation charges	208,757	217,387
Unrealised loss/(gain) on investment	(3,784)	(4,442)
Dividends and interest from investments	(10,497)	(5,961)
Loss/(profit) on disposal of tangible fixed assets	(410)	(3,394)
(Increase)/decrease in stock	2,478	6,070
(Increase)/decrease in debtors	(782,082)	(117,618)
(Decrease)/increase in creditors	763,292	199,911
Net cash provided by operating activities	209,355	607,498

Analysis of changes in net funds	At 31 March 2019 £	Cash flow £	At 31 March 2020 £
Cash at bank and in hand	1,504,311	45,699	1,550,010
	1,504,311	45,699	1,550,010

The Five Towns Plus Hospice Fund Limited

Notes to the Financial Statements



The Five Towns Plus Hospice Fund Limited

Notes to the Financial Statements for the year ended 31 March 2020

1 Accounting policies

The principal accounting policies adopted, judgments and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

Company information

The Five Towns Plus Hospice Fund Limited is a Company Limited by Guarantee and is also a registered charity. The registered office is The Prince of Wales Hospice, Halfpenny Lane, Pontefract, WF8 4BG.

Each member of the company has undertaken to contribute such amount as may be required not exceeding £1 to the assets of the charitable company in the event of it being wound up while he or she is a member, or within one year after he or she ceases to be a member.

The Financial Statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these Financial Statements are rounded to the nearest £1.

Basis of preparation

The accounts have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019) ("Charities SORP (FRS 102)"), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Companies Act 2006 and the Charities Act 2011.

The Five Towns Plus Hospice Fund Limited meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at cost or transaction value unless otherwise stated in the relevant accounting policy notes.

On the grounds that the charitable company's results are consolidated into the charitable company's group accounts the charitable company has taken advantage of certain exemptions conferred by section 1.11 of FRS 102 as follows:

- Exemption from presenting a statement of cash flows as a primary statement to the financial statements.

Going concern

The trustees have prepared financial projections, taking into consideration the current economic climate and its potential impact on the sources of income and planned expenditure. They have a reasonable expectation that adequate financial resources are available to enable the charity to continue in operational existence for the foreseeable future, and have adequate contingency plans in the event that income streams are reduced. Consequently the financial statements have been prepared on the basis that the charity is a going concern.

The trustees consider that there are no material uncertainties about the group's ability to continue as a going concern. With regard to the future, the most significant areas of uncertainty are the level of support of Wakefield CCG and the level of donation income, which needs to be increased each and every year and is covered in more detail in the trustees' annual report.

The Five Towns Plus Hospice Fund Limited

Notes to the Financial Statements for the year ended 31 March 2020

1 Accounting policies (continued)

Group financial statements

The financial statements consolidate the results of the charity and its wholly owned subsidiary companies The Five Towns Plus Hospice Shops Limited.

A separate Statement of Financial Activities and Income and Expenditure Account for the charity has not been presented because the Charity has taken advantage of the exemption afforded by section 408 of the Companies Act 2006. The amount of the surplus for the year dealt with within the charity's Financial Statements is disclosed in note 5.

Income

Income is recognised when the charity has entitlement to the funds, any performance conditions relating to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Where income has related expenditure (as with fundraising) the income and related expenditure are reported gross in the Statement of Financial Activities ("SOFA").

Donations, grants and gifts are recognised when receivable. Income from Gift Aid tax reclaims is recognised for any donations with relevant Gift Aid declarations recognised in income for the year. Any amounts of Gift Aid not received by the year end are accounted for in income and accrued income in debtors.

Income from NHS service level agreements, government and other grants, whether "capital" or "revenue" grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Sponsorship from events, fundraising and events registration fees are recognised in income when the event takes place. Lottery income is accounted for in respect of those draws that have taken place in the year. Trading income is recognised on point of sale for donated and purchased goods and cafe sales.

For legacies, entitlement is taken on a case by case basis as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the charity that a distribution will be made; or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Income received in advance for a fundraising event or for a grant relating to the following year is deferred until the criteria for income recognition are met.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

The Five Towns Plus Hospice Fund Limited

Notes to the Financial Statements for the year ended 31 March 2020

1 Accounting policies (continued)

Donated goods, services and facilities

Donated goods for resale are recognised when the company has control over the item, the receipt of economic benefit from the sale of the item is probable and that economic benefit can be measured.

Donated services or facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use of the item is probable and that economic benefit can be measured reliably. In accordance with Charities SORP (FRS 102), the time of volunteers in the hospice and the charity shops is not recognised. Refer to the trustees' annual report for more information about their contribution.

Donated professional services and facilities are included in income at the estimated value of the gift to the charity when received, based on the amount that the charity would have been prepared to pay for these services or facilities had it been required to purchase them; a corresponding amount is then recognised in the expenditure in the period of receipt. Donated fixed assets are similarly taken to income at the value to the charity with the other entry being capitalised in fixed assets.

Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of obligation can be measured reliably. All expenditure is accounted for on an accruals basis under the following headings:

1. Costs of raising funds comprise fundraising costs incurred in seeking donations, grants and legacies; costs of fundraising activities including commercial trading by the charity shops and cafe and their associated support costs. Fundraising costs do not include the costs of disseminating information or support of the charitable activities.
2. Expenditure on charitable activities includes the costs of providing specialist palliative care and support, research and other educational activities undertaken to further the purposes of the charity, and their associated support costs.
3. Support costs comprise those costs which are incurred directly in support of expenditure on the objects of the charity and include governance, finance and office costs. Governance costs are those costs incurred in connection with the compliance with constitutional and statutory requirements of the charity. Since 1 April 2016 the Hospice has been able to recover most of the VAT levied on non-business expenses; irrecoverable VAT on fundraising is charged as a cost within fundraising expenses and the remainder is included in support costs.

Support costs are allocated to each of the activities based on staff headcount. More detail on the analysis and basis of allocation is given in note 8 to the financial statements.

Staff costs

The costs of short term employee benefits are recognised as a liability and an expense where settlement of obligations does not fall within the same period.

The Five Towns Plus Hospice Fund Limited

Notes to the Financial Statements for the year ended 31 March 2020

1 Accounting policies (continued)

Pensions

Employees of the group are entitled to join The Prince of Wales Hospice Group Personal Pension Plan, which is a defined contribution 'money purchase' scheme. The charity contribution is restricted to the contributions disclosed in note 9. There were no outstanding contributions at the year end. The costs of the defined contribution scheme are included with the associated staff costs and allocated therefore to raising funds, charitable activities, support and governance costs and charged to the unrestricted funds of the charity.

Employees who are already active members of the NHS Pension Scheme when they join the charity's employ are permitted to continue contributing to the Scheme. Rates are set by the NHS Pensions Agency. As explained in note 22 the scheme is a multi-employer scheme not designed to identify the assets and liabilities attributable to the Charity, so in accordance with FRS102 the scheme is accounted for as a defined contribution scheme.

Three employees have their own defined contribution 'money purchase' pension plans into which the group pays between 3% and 7% of salary. Contributions of £7,854 (2019: £10,018) remained outstanding at the year end. The costs of the defined contribution scheme are included with the associated staff costs.

Operating leases

Operating leases are recognised over the period of which the lease falls due. Benefits received and receivable as an incentive to sign an operating lease together with rentals due are charged on a straight line basis over the period of the lease.

Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity.

Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose.

Restricted funds are donations which the donor has specified are to be used solely for a particular area of the charity's work or for purchases of specific assets for use by the charity.

Tangible fixed assets

All assets costing more than £500 or part of a project costing more than £500 in total are capitalised at their historical cost when purchased including any incidental costs of acquisition. The limits for capitalisation are lower in the trading subsidiaries.

Depreciation is provided to write off the cost less any estimated residual value of all fixed assets evenly over their estimated useful economic lives on a straight line basis as follows:

Freehold land and buildings	2% or 5% straight line
Improvements to short leasehold land and buildings	Period of lease
Motor vehicles less than four years old	20% or 25% straight line
Motor vehicles more than four years old	25% or 50% reducing balance
Fixtures, fittings and equipment – Charity	25%, 20% or 15% straight line

The Five Towns Plus Hospice Fund Limited

Notes to the Financial Statements for the year ended 31 March 2020

1 Accounting policies (continued)

Investments

Investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing market price, except for shares in trading subsidiaries which are carried at cost. The Statement of Financial Activities includes the net gains and losses arising on revaluation and disposals throughout the year.

All gains and losses are taken to the SOFA as they arise. Realised gains and losses are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if acquired during the year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and their carrying value. Realised and unrealised gains and losses are combined in the SOFA.

Stock

Stock of new goods is included at the lower of cost and net realisable value.

It is impractical to estimate the fair value of goods donated for sale in the charity's shops due to the high volume, low value and agent arrangements for the purposes of retail gift-aid. The value of these goods to the charity is instead recognised when they are sold in the shops.

Financial instruments

The group has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity held for working capital. Bank overdrafts are shown within borrowing in current liabilities.

Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid.

Financial assets, other than those held at fair value through profit and loss, are assessed for indicators of impairment at each reporting end date.

Financial assets are impaired where there is objective evidence that, as a result of one or more events that occurred after the initial recognition of the financial asset, the estimated future cash flows have been affected. The impairment loss is recognised in the income and expenditure account.

The Five Towns Plus Hospice Fund Limited

Notes to the Financial Statements for the year ended 31 March 2020

1 Accounting policies (continued)

Creditors, loans and provisions

Creditors, loans and provisions are recognised where the group has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors, loans and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Financial liabilities are derecognised when, and only when, the group's obligations are discharged, cancelled or they expire.

Amounts recognised as provisions are best estimates of the consideration required to settle the present obligation at the reporting end date, taking into account the risks and uncertainties surrounding the obligation.

Taxation

The charitable company is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the company is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

The trading subsidiary is not exempt from taxation. Deferred tax is recognised in respect of all timing differences that have originated but not reversed at the balance sheet date.

Critical accounting estimates and judgements

In the application of the group's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised, if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

The estimates and assumptions which have a significant risk of causing a material adjustment to the carrying amount of assets and liabilities are outlined below.

Critical estimates

Legacies

Legacies are recognised as income when probate has been granted, the charity has established its entitlement to the funds and where sufficient information is available to allow it to measure its entitlement.

The Five Towns Plus Hospice Fund Limited

Notes to the Financial Statements for the year ended 31 March 2020 (continued)

2 Income from donations and legacies

	Group	
	2020 £	2019 £
Unrestricted donations and legacies		
Individuals	564,447	456,596
Donations and Gift Aid from shop sales on an agency basis	137,661	127,269
Charitable trusts	42,050	32,237
Corporate donors	125,160	156,678
Legacies	267,253	625,892
	1,136,571	1,398,672
Restricted donations		
Individuals	7,246	20,569
Charitable trusts	227,500	166,216
Corporate donors	20,250	41,124
	254,996	227,909
Total donations and legacies	1,391,567	1,626,581

3 Income from other trading activities

	2020 £	2019 £
Shops		
Income from the sale of donated goods	1,370,546	1,407,878
Income from rental	8,250	8,250
Income from the sale of bought in goods	2,931	3,010
Other retail income	-	4,572
Total income from shops	1,381,727	1,423,710
Cost of buying in goods	2,392	1,255
Staff costs	587,699	513,132
Property costs	167,192	174,440
Other costs	429,956	359,662
Total expenditure	1,187,239	1,048,489

All shops income in both the current and the previous year related to unrestricted funds apart from in 2020 £50 of restricted costs (2019: nil)

	2020 £	2019 £
Café – The Caring Kitchen Limited		
Income from café sales	-	15,622
Total income from the café	-	15,622
Cost of buying in food and drink	-	3,736
Staff costs	-	8,467
Property costs	-	1,069
Other costs	-	(2,013)
Loan interest	-	-
Total expenditure	-	11,259

The Five Towns Plus Hospice Fund Limited

Notes to the Financial Statements for the year ended 31 March 2020

4 Income from charitable activities

	Charity and Group	
	2020	2019
	£	£
<i>Grants from NHS Wakefield District Clinical Commission Group:</i>		
Core funding grants	600,000	600,000
Grant to provide a lymphoedema clinic for the Wakefield District	96,900	96,900
Grant to enable 24 hour admissions 365 days per year	100,000	100,000
Additional Central Government Funding	71,000	-
Continuing Health Care	4,729	-
Total grants	872,629	796,900
Fees for training medical and social work students	7,833	12,822
Reimbursement of Stock Drugs	21,100	10,179
Fees for lymphoedema clinic in North Kirklees	22,000	23,500
NHS Pension contribution	28,959	-
	952,521	843,401

5 Financial performance of the charity

The consolidated Statement of Financial Activities includes the results of the charity's wholly owned subsidiaries which comprise retail and café operations.

The summary financial performance of the charity alone is:

	2020	2019
	£	£
Income	4,057,875	4,089,121
Costs of raising funds	(1,589,591)	(1,386,646)
Expenditure on charitable activities	(2,440,467)	(2,446,656)
Net income	27,817	255,819
Investment (losses)/gains	3,784	4,442
Intercompany loan bad debt provision	-	(1,430)
Dividend from subsidiary	-	41,375
Total funds brought forward	3,310,342	2,958,368
Total funds carried forward	3,341,943	3,258,574
Represented by:		
Restricted income funds	102,244	126,117
Unrestricted income funds	3,239,499	3,132,457
	3,341,943	3,258,574

The Five Towns Plus Hospice Fund Limited

Notes to the Financial Statements for the year ended 31 March 2020

6 Group net income

	2020 £	2019 £
This is stated after charging:		
Auditor's remuneration - for audit	7,850	5,915
- for other services	1,386	1,785
Operating lease rentals:		
Land and buildings	149,072	126,366
Plant and equipment	5,361	5,701
Depreciation of owned tangible fixed assets	208,757	217,387
Profit on tangible fixed assets	(411)	(3,394)
Trustees' indemnity insurance policy	1,656	1,534

7 Analysis of group expenditure

Year ended 31 March 2020	Direct staff costs £	Direct costs £	Support costs £	2020 Total £
Shops costs (Note 3)	587,699	403,539	196,001	1,187,239
Fundraising costs	208,684	112,611	81,057	402,352
Costs of raising funds	796,383	516,150	277,058	1,589,591
Hospice inpatient unit	1,313,228	275,378	481,969	2,070,575
Outreach and other therapies	150,010	43,085	62,077	255,172
Lymphoedema clinic	56,889	34,333	23,498	114,720
Charitable activities	1,520,127	352,796	567,544	2,440,467
Total	2,316,510	868,946	844,602	4,030,058
Year ended 31 March 2019	Direct staff costs £	Direct costs £	Support costs £	2019 Total £
Shops costs (Note 3)	513,132	341,604	193,753	1,048,489
Café costs (Note 3)	8,467	2,792	-	11,259
Fundraising trading	521,599	344,396	193,753	1,059,748
Fundraising costs	224,876	30,165	83,115	338,156
Costs of raising funds	746,475	374,561	276,868	1,397,904
Hospice inpatient unit				
Day therapy	1,305,198	273,581	469,441	2,048,220
Lymphoedema clinic	115,671	92,873	61,520	270,064
Therapies and other care	72,993	31,656	23,724	128,373
Charitable activities	1,493,862	398,110	554,685	2,446,657
Total	2,240,337	772,671	831,553	3,844,561

The Five Towns Plus Hospice Fund Limited

Notes to the Financial Statements for the year ended 31 March 2020

8 Analysis of support costs

Year ended 31 March 2020	Premises £	Management £	Support Functions £	Governance Costs £	2020 Total £
Fundraising trading	1,172	63,806	126,242	4,781	196,001
Fundraising costs	5,023	14,955	59,959	1,120	81,057
Cost of raising funds	6,195	78,761	186,201	5,901	277,058
Hospice inpatient unit	82,881	78,503	314,703	5,882	481,969
Outreach and other therapies	2,177	4,194	16,813	314	23,498
Lymphoedema clinic	9,042	10,434	41,820	781	62,077
Charitable activities	94,100	93,131	373,336	6,977	567,544
Total	100,295	171,892	559,537	12,878	844,602

Year ended 31 March 2019	Establishment £	Management £	Finance and HR £	Governance Costs £	2019 Total £
Fundraising trading	1,446	60,916	127,442	3,949	193,753
Fundraising costs	6,198	18,407	57,317	1,193	83,115
Cost of raising funds	7,644	79,323	184,759	5,142	276,868
Hospice inpatient unit	102,242	87,854	273,649	5,696	469,441
Day Therapy					
Outreach and other therapies	11,154	12,050	37,535	781	61,520
Lymphoedema clinic	2,685	5,030	15,683	326	23,724
Charitable activities	116,081	104,934	326,867	6,803	554,685
Total	123,725	184,257	511,626	11,945	831,553

Premises support costs are allocated on the basis of occupancy of the Hospice. All other support costs have been allocated on headcount.

9 Analysis of staff costs, trustee remuneration and expenses, and the cost of key management personnel

	Group		Charity	
	2020 £	2019 £	2020 £	2019 £
Salaries and wages	2,495,524	2,488,162	2,495,524	2,477,824
Social security costs	198,490	200,110	198,490	199,973
Pension costs				
Group Personal Pension Plan	34,707	19,854	34,707	19,714
NHS Pension Scheme	107,111	87,158	107,111	87,158
Other	9,277	8,646	9,277	8,646
Total employment costs	2,845,109	2,803,930	2,845,109	2,793,315

The Five Towns Plus Hospice Fund Limited

Notes to the Financial Statements for the year ended 31 March 2020

10 Analysis of staff costs, trustee remuneration and expenses, and the cost of key management personnel (continued)

Included in staff costs are £2,700 of redundancy and termination payments made to 2 employees (2019: £12,351 to 5 employees).

Employees earning more than £60,000 per annum:

	Charity and Group	
	2020 £	2019 £
Between £60,000 and £70,000	-	-
Between £70,000 and £80,000	-	-
Between £80,000 and £90,000	-	2
Between £90,000 and £100,000	1	-

The charity trustees and persons connected with them neither received nor waived any emoluments or benefits during the year (2019: £Nil). No trustee received payment for professional or other services supplied to the charity (2019: £Nil). Travel, telephone and out of pocket expenses amounting to £504 (2018: £418) were reimbursed to 2 trustees (2019: 1 trustee).

The key management personnel of the group and the parent charity comprise the trustees and the Senior Management Team, whose names are listed on page 1. The total employee benefits of the key management personnel of the Hospice were £452,269 (2019: £451,386).

11 Staff numbers

	Group		Charity	
	2020 £	2019 £	2020 £	2019 £
The average number of full-time equivalent employees during the year was:				
Charitable activity	58	58	58	58
Fundraising - including shops and café	38	37	38	36
	96	95	96	94

The monthly number of staff (including part-time and bank staff) during the year was as follows:

Average monthly headcount	131	134	131	135
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12 Related party transactions

On 1 April 2016, the net assets of the Five Towns Hospice Shops Ltd subsidiary were hived up to the Hospice at a book value of £41,377. On 6th February 2019 the Hospice repaid £41,375 of intercompany debt and The Five Towns Plus Hospice Shops Ltd paid a dividend to the Hospice of £41,375. In the current year the subsidiary has been dormant so no transactions have taken place.

At 31 March 2020, the Hospice owed the subsidiary £2 (2019: £2).

The Five Towns Plus Hospice Fund Limited

Notes to the Financial Statements for the year ended 31 March 2020

11 Related party transactions (continued)

In the prior year the following transactions took place between the Hospice and its wholly owned subsidiary The Caring Kitchen Limited:

A repayment of £3,200 was made in relation to a formal interest bearing loan from the Hospice to the subsidiary to pay for the purchase of the café business in Pontefract market in 2014. The café business was wound up during 2018 and outstanding debt of £38,400 formally released by the Trustees. In addition, a trading balance of £7,937 was owed by the subsidiary to the Hospice, which was also formally released by the Trustees.

Both the formal loan and the trading loan were fully provided and a bad debt expense of £44,907 was recognised in the charity only result in 2018.

The company was struck off during 2019 and there were no related party transactions during the year.

12 Tangible fixed assets - Group

	Freehold Land and Buildings £	Fixtures and Fittings £	Motor Vehicles £	Total £
Cost				
1 April 2019	2,597,821	1,271,916	68,924	3,938,661
Additions	114,671	60,382		175,053
Disposals		(469)		(469)
At 31 March 2020	2,712,492	1,331,829	68,924	4,113,245
Depreciation				
1 April 2019	1,155,974	973,180	31,416	2,160,570
Charge for year	100,634	97,877	10,246	208,757
On disposals		21		21
At 31 March 2020	1,256,608	1,071,078	41,662	2,369,348
Net book value				
At 31 March 2020	1,455,884	260,751	27,262	1,743,897
At 31 March 2019	1,441,847	298,736	37,508	1,778,091

The Five Towns Plus Hospice Fund Limited

Notes to the Financial Statements for the year ended 31 March 2020

13 Tangible fixed assets – Charity

	Freehold Land and Buildings £	Fixtures and Fittings £	Motor Vehicles £	Total £
Cost				
1 April 2019	2,597,821	1,271,916	68,924	3,938,661
Additions	114,671	60,382		175,053
Disposals		(469)		(469)
At 31 March 2020	2,712,492	1,331,829	68,924	4,113,245
Depreciation				
1 April 2019	1,155,974	973,180	31,416	2,160,570
Charge for year	100,634	97,877	10,246	208,757
On disposals		21		21
At 31 March 2020	1,256,608	1,071,078	41,662	2,369,348
Net book value				
At 31 March 2020	1,455,884	260,751	27,262	1,743,897
At 31 March 2019	1,441,847	298,736	37,508	1,778,091

14 Investments

	Group		Charity	
	2020 £	2019 £	2020 £	2019 £
The Five Towns Plus Hospice Shops Limited	-	-	2	2
The Five Towns Plus Hospice Trading Limited	-	-	-	100
The Caring Kitchen Limited	-	-	-	100
	-	-	-	202

The Five Towns Plus Hospice Fund Limited

Notes to the Financial Statements for the year ended 31 March 2020

14 Investments (continued)

The Five Towns Plus Hospice Shops Limited

The Hospice holds 2 shares of £1 each in its wholly owned trading subsidiary company The Five Towns Plus Hospice Shops Ltd which is incorporated in England and Wales (company number 02823729). These are the only shares called up, allotted and fully paid. At the 1 April 2016, the subsidiary hived its assets up to the Hospice at book value and therefore the subsidiary was dormant. The company has not traded since the hive up. The activities and results of this company are summarised below:

Profit & Loss

	2020 £	2019 £
Turnover	-	-
Costs of sales	-	-
Gross profit	-	-
Operating expenses	-	-
Other operating income	-	-
Net trading profit	-	-
Gift Aid donated to the Hospice	-	-
Tax on profit on ordinary activities	-	-
Dividend paid to the Hospice	-	(41,375)
Profit/(Loss) for the financial year being the retained profit for the year	-	(41,375)

Balance sheet

Assets	2	2
Liabilities	-	-
Provisions	-	-
Net assets	2	2
Represented by:		
Capital	2	2
Reserves	-	-
	2	2

The Five Towns Plus Hospice Fund Limited

Notes to the Financial Statements for the year ended 31 March 2020

14 Investments (continued)

The Five Towns Plus Hospice Trading Limited

The Hospice held 100 shares of £1 each in its wholly owned trading subsidiary company The Five Towns Plus Hospice Trading Limited which was incorporated in England and Wales (Company number 10072332). These were the only shares called up or allotted but were not fully paid at 31 March 2019. The subsidiary was incorporated on 18 March 2016 and had not traded before 31 March 2019. This company was dissolved on 22 October 2019 and the investment written off during the year.

The Caring Kitchen Limited

The Hospice held 100 shares of £1 each in its wholly owned trading subsidiary company The Caring Kitchen Limited which is incorporated in England and Wales (company number 08818611). These were the only shares allotted, called up and fully paid. The subsidiary operated a café in Pontefract market to raise funds for the Hospice. The café business was wound up during 2018 and the company was dissolved on 24 December 2019 and the investment written off during the year.

The activities and results of this company are summarised below:

Profit & Loss

	2020 £	2019 £
Turnover	-	15,622
Costs of sales	-	(3,736)
Gross profit	-	11,886
Operating expenses	-	(7,523)
Loss on sale of Assets	-	(877)
Loan Waiver	-	46,337
Net trading profit/(loss)	-	49,823
Tax on loss on ordinary activities	-	-
Profit/(Loss) for the financial year being the retained loss for the year	-	49,823

Balance sheet

Assets	-	685
Liabilities	-	(585)
Provisions	-	-
Net assets	-	100
Represented by:		
Capital	-	100
Reserves	-	-
	-	100

The Five Towns Plus Hospice Fund Limited

Notes to the Financial Statements for the year ended 31 March 2020

15 Stock

	Group		Charity	
	2020 £	2019 £	2020 £	2019 £
New goods for resale	1,150	2,161	1,150	2,161
Bags and retail consumables	5,915	7,382	5,915	7,382
	7,065	9,543	7,065	9,543

16 Debtors

Amounts falling due within one year:

	Group		Charity	
	2020 £	2019 £	2020 £	2019 £
Trade debtors	812,214	17,075	812,214	17,075
Amounts owed by subsidiaries				
Taxation recoverable	37,160	21,425	37,160	21,425
Other debtors	440		440	585
Prepayments	81,247	102,869	81,247	102,869
Accrued income	270,673	278,283	270,673	278,283
	1,201,734	419,652	1,201,734	420,237

Accrued income includes £114,000 (2019:£145,300 of legacy income, where the Hospice has been notified of the legacy but it has not yet been received).

17 Current asset investment

Charity and Group	2020 £	2019 £
Market value at 1 April 2019	21,473	17,031
Unrealised (loss)/gain on revaluation	3,784	4,442
Market value at 31 March 2020	25,257	21,473

The Five Towns Plus Hospice Fund Limited

Notes to the Financial Statements for the year ended 31 March 2020

18 Creditors: Amounts falling due within one year

	Group 2020 £	2019 £	Charity 2020 £	2019 £
Trade creditors	184,642	111,802	184,642	111,802
Amounts owed to subsidiaries	-	-	2	2
Tax				
Social security costs and other taxes	41,456	43,526	41,456	43,526
Other creditors	7,574	9,807	7,574	9,807
Accruals	155,448	102,875	155,448	102,873
Deferred income	796,900	154,718	796,900	154,718
	1,186,020	422,728	1,186,022	422,728

Deferred income predominantly comprises of the CCG grants income for 2020/21.

Deferred income reconciliation

Balance at 1 April 2019	154,718	26,987	154,718	26,987
Amount released to the Statement of Financial Activities	(154,718)	(26,987)	(154,718)	(26,987)
Amount deferred in the year	796,900	154,718	796,900	154,718
Balance at 31 March 2020	796,900	154,718	796,900	154,718

19 Analysis of group net assets between funds

	Restricted Funds £	Unrestricted Funds £	Total £
Fund balances at 31 March 2020 are represented by:			
Tangible fixed assets		1,743,897	1,743,897
Current assets	102,244	2,681,822	2,784,066
Current liabilities		(1,186,020)	(1,186,020)
	102,244	3,239,699	3,341,943

	Restricted Funds £	Unrestricted Funds £	Total £
Fund balances at 31 March 2019 are represented by:			
Tangible fixed assets	-	1,778,091	1,778,091
Current assets	126,117	1,755,637	1,881,754
Current liabilities		(401,303)	(401,303)
	126,117	3,132,425	3,258,542

The Five Towns Plus Hospice Fund Limited

Notes to the Financial Statements for the year ended 31 March 2020

20 Other financial commitments - Group

Minimum lease payments under non-cancellable operating leases fall due as follows:

	Land and Buildings		Other	
	2020 £	2019 £	2020 £	2019 £
Within one year	135,813	113,765	1,547	5,295
Within two to five years	137,753	133,969	2,375	4,083
After five years	-	-	-	200
	273,566	247,734	3,922	9,578

21 Restricted funds

For the year ended 31 March 2020	At 1 April 2019 £	Income £	Expenditure £	Transfer to unrestricted £	At 31 March 2020 £
Other specific donations for capital	72,999	89,396	-	(85,193)	77,202
Day Therapy activities	14,340	6,196	(16,286)	(4,250)	-
Patient and Family Support Team	5,078	10,000	(14,583)	-	495
Specific donations for running costs	100	-	-	-	100
Hospice inpatient unit	24,698	149,154	(153,657)	-	20,195
Lymphoedema clinic	7,997	-	(5,000)	-	2,977
Physiotherapy and occupational Therapy	905	-	-	-	905
Staff Wellbeing	-	480	(330)	-	150
Shops	-	250	(50)	-	200
Fundraising events	-	-	(4250)	4,250	-
	126,117	255,476	(194,156)	(85,193)	102,244

The restricted funds hold donations to the charity for the purchase of specific fixed assets or for specified running costs.

Fixed assets purchased in the year are transferred out of restricted funds where all obligations have been satisfied and therefore any restrictions have been discharged. During the year the Hospice upgraded its kitchen facilities which accounts for the significant transfer of other specific donations for capital to unrestricted.

Grants received in the year include:

Name of restricted fund

Other specific donations for capital

Day Therapy activities

Patient and Family Support Team

Hospice inpatient unit

Description, nature and purposes of the fund

This was received from a variety of Trusts and Foundations towards improved ICT infrastructure.

Funding received for salaries and activities.

Funding received towards salaries and core costs.

The majority of this income was from two major donors, one who sponsored a nurse for part of the year and the other who sponsored 3 nurses for the full year.

The Five Towns Plus Hospice Fund Limited

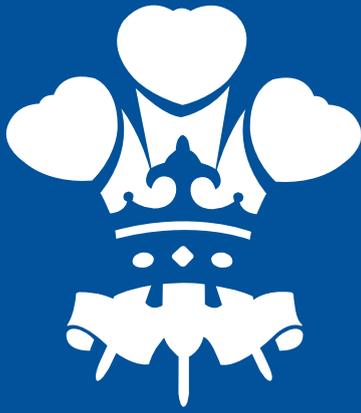
Notes to the Financial Statements for the year ended 31 March 2020

21 Restricted funds (continued)

For the year ended 31 March 2019	At 1 April 2018 £	Income £	Expenditure £	Transfer to unrestricted £	At 31 March 2019 £
Other specific donations for capital	3,156	72,929	-	(3,086)	72,999
Day Therapy activities	14,899	40,336	(40,895)	-	14,340
Patient and Family Support Team	6,664	5,599	(7,185)	-	5,078
Specific donations for running costs	1,000	100	(1,000)	-	100
Hospice inpatient unit	15,482	86,980	(77,764)	-	24,698
Lymphoedema clinic	-	10,080	(2,083)	-	7,997
Physiotherapy and occupational Therapy	26,792	-	(25,887)	-	905
Shops	-	9,885	-	(9,885)	-
Fundraising events	400	2,000	(2,400)	-	-
	68,393	227,909	(157,214)	(12,971)	126,117

22 Pension costs

Some past and present employees are covered by the provisions of the two NHS Pension Schemes. Details of the benefits payable under these provisions can be found on the NHS Pensions website at www.nhsbsa.nhs.uk/pensions. Both schemes are unfunded defined benefit schemes that cover NHS employers, GP practices and other bodies allowed under the direction of the Secretary of State in England and Wales. They are not designed to be run in a way that would enable participating bodies to identify their share of the underlying scheme assets and liabilities. Therefore, each scheme is accounted for as if it were a defined contribution scheme: the cost to the Hospice of participating in each scheme is taken as equal to the contributions payable to the scheme for the accounting period.



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