

**WILLOWBROOK HOSPICE
(LIMITED BY GUARANTEE)**

**REPORT OF THE TRUSTEES
AND CONSOLIDATED ACCOUNTS
FOR THE YEAR ENDED
31 MARCH 2024**

Company Number: 2808633

WILLOWBROOK HOSPICE

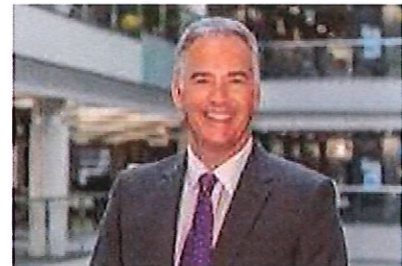
Annual Report 2023/24

A NOTE FROM OUR PATRON:

In what was another year of uncertainty for everyone, I am pleased to see that Willowbrook Hospice has had a stable year, both financially and in the delivery of their services. As I said last year in this very document, Willowbrook is a place of outstanding care and a special organisation for me and therefore, I am honoured to be a patron of the hospice.

Last January, I had the pleasure of attending an enjoyable evening at Willowbrook, presenting the Volunteering awards to some very special people. Volunteering is a key part of the culture of hospices and I know that Willowbrook is incredibly reliant on its volunteers, who provide support in so many areas: in the shops, on reception or helping to run fundraising events, as just some examples. It was a pleasure to be invited to attend this evening and to share in the celebration and take the opportunity to say thank you to these wonderful members of our community. If you have a few hours to spare each week, why not contact the hospice – there will be a place for you, I'm sure!

On behalf of everyone who benefits from the committed teams at Willowbrook, thank you for your support: I'm proud to be involved with such an outstanding organisation.



Roger Johnson, Journalist and Broadcaster

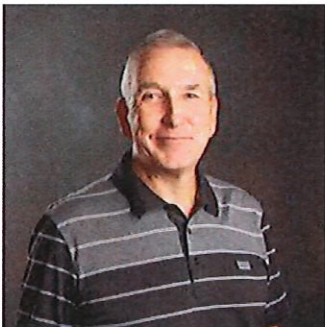
FROM OUR CHAIR:

I would like to open by thanking Alan Chick, our previous board chair, for having successfully led the organisation with so much passion and commitment. Alan dedicated over 25 years to Willowbrook, initially as a trustee and then as chair, supporting the growth and development of the hospice and navigating us through the difficult times of Covid 19. Alan completed his term in November 2023 leaving a wonderful legacy, and we wish him and his family good health and happiness in the future.

I first joined the charity as a trustee in 2020, and initially took on the roles of lead trustee for our Technology and Finance committees. I am delighted and honoured to now be leading the board as chair and look forward to supporting our talented Executive Leadership Team and building on our shared achievements from the last few years.

You may have read that many hospices are experiencing significant financial challenges due to restrictions in government funding and the economic pressures that we are all currently facing. However, I am pleased to report that Willowbrook is able to continue its essential work thanks to the overwhelming generosity of you, our community of donors and supporters. As is the case with many other hospices, we have had to manage our finances prudently, but as these annual accounts show, we remain on a solid financial footing, albeit we cannot be complacent. The future for the hospice is still challenging, but also there remain opportunities for us to grow the provision of our crucial services across St Helens and Knowsley in the coming years. I look forward to leading the board in this work, knowing that this is all only possible thanks to the incredible support we receive from individuals and companies to whom Willowbrook means so much.

On behalf of all our staff, volunteers and patients, thank you for your continued support.



Ian Craig, Chair of the Board of Trustees

Executive Leadership Team

It has been another busy year for the ELT: overseeing the completion of our hospice refurbishments and launching new initiatives to benefit more patients in our community. Members of our senior nursing team worked alongside local district nurses, providing additional specialist input to help patients across St Helens and Knowsley. This pilot was so successful, we decided to extend this work with the support of a fantastic grant from the Oliver Lyme Charity, this allows us to fulfil one of our key strategic aims of 'Willowbrook without walls' – reaching out into our community to increase the numbers of people that we can support when diagnosed with a life-limiting diagnosis.

For 24/25, growing our partnerships is another key aim for the ELT as we develop existing and new relationships with the many local companies who choose to support Willowbrook hospice. Many of our corporate supporters volunteer with us or provide donations through sponsorship or 'gifts in kind'. If you would like to support our work or find out more details of how you can become involved, please get in touch with us via:

general@willowbrookhospice.org.uk



Executive Leadership Team

From left:

- **Dr Paula Powell (Medical Director)**
- **Alun Owen (Corporate Director)**
- **Lynda Finney (Clinical Director)**

Some highlights from the year:



Volunteer celebration afternoon tea in the marquee

Staff and trustees at the volunteer awards ceremony with our patron, Roger Johnson



Lovely Fiona the donkey making a visit to patients (and staff!)



Celebrating St Helens Pride





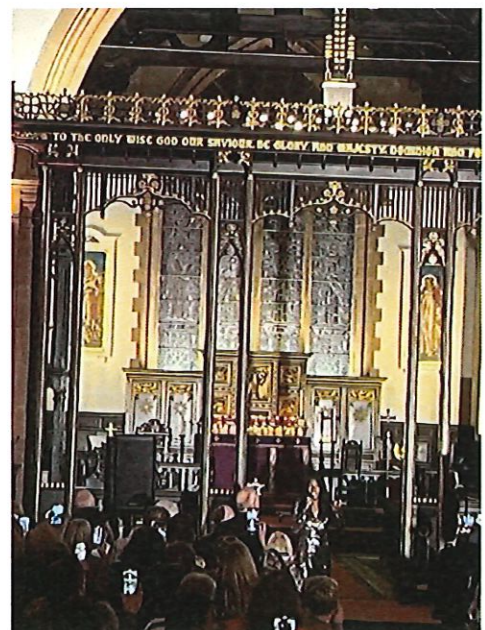
Some of our very glamorous staff volunteering at the Strictly Ball

Two of our equally glamorous volunteers – Gwen McCabe and Hilary Christopher - tending the planters at the Living Well café



Welcoming Ruth du Plessis – Director of Public Health, St Helens and Cllr Anthony Burns to Willowbrook

A very special fundraising evening at Prescot Parish Church starring Heather Small



Preparing for the grand opening of our new shop in Kirkby shopping centre
(opened in 24/25)



REPORT OF THE TRUSTEES AND CONSOLIDATED ACCOUNTS 2023/24

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REFERENCE AND ADMINISTRATIVE DETAILS

The Trustees are pleased to present their strategic report and accounts of the charity for the year ended 31 March 2024. The accounts have been prepared in accordance with the accounting policies reported in the audited accounts and comply with the Companies Act 2006 and Accounting 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 Published in October 2019.

Charity name:	Willowbrook Hospice
Charity number:	1020240
Company number:	2808633
Executive Leadership Team:	Clinical Director (and registered manager): Lynda Finney Medical Director: Dr Paula Powell Corporate Director: Alun Owen
Registered Office:	Portico Lane PRESCOT Merseyside L34 2QT
Auditors:	Livesey Spottiswood Chartered Accountants & Registered Auditors 17 George Street ST HELENS Merseyside
Bankers:	National Westminster Bank plc PO Box 25 5 Ormskirk Street ST HELENS Merseyside WA10 1DR

STRUCTURE, GOVERNANCE AND MANAGEMENT

Directors and Trustees

The directors of this charitable company (Willowbrook hospice) are its trustees for the purpose of charity law.

The trustees serving during the year were as follows:

Dr Karen Beeby	Kevin Gallimore
Sarah Carberry	Dame Elaine Inglesby
Alan Chick (as Chairman until 27.11.23 and as a trustee until 22.1.24)	Ken Stringer (until 27.11.23)
Ian Craig (as Chairman from 27.11.23)	Dr Michael G Van Dessel
Jon Dobson	Dr Alan Baron
Steven Fairhurst	Gary Ward
Christine Buckley (until 17.6.24)	Christine Martin (until 17.4.24)
	Allan Sansbury
	James Toohey (from 18.11.24)
	Dave Pugh (from 18.11.24)
	Michelle Price (from 18.11.24)

Trustee appointments and re-election	Date of initial appointment	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Dr Alan Baron	21/11/2022						A			R			R		
Dr Karen Beeby	27/09/2007	R			R			R			Ret	PR			
Christine Buckley	21/11/2022						A		Res						
Sarah Carberry	26/09/2019			A			R			R			Ret	PR	
Alan Chick (Chairman)	01/08/1998	R			R			R	Res						
Ian Craig	06/07/2020				A			R			R			Ret	PR
Jonathan Dobson	06/07/2020				A			R			R			Ret	PR
Stephen Fairhurst	06/07/2020				A			R			R			Ret	PR
Kevin Gallimore	19/03/2015	A			R			R	Res						
Dame Elaine Inglesby	29/10/2009			R			R			Ret	PR				
Christine Martin	27/11/2023							A			R			R	
Allan Sansbury	27/11/2023							A			R			R	
Ken Stringer	02/11/1995	R			R			R							
Dr M G Van Dessel	22/05/2014	R			R			R			Ret	PR			
Gary Ward	27/11/2023							A			R			R	

A = Appointed / R = Retire / Res = Resign(ed) / PR = Potential re-election

TRUSTEE ASSURANCE GROUPS

FINANCE COMMITTEE	HUMAN RESOURCES (HR) COMMITTEE	INNOVATION AND TECHNOLOGY COMMITTEE	CLINICAL ASSURANCE COMMITTEE	INCOME GENERATION COMMITTEE	ESTATES COMMITTEE	TRADING COMPANY DIRECTORS
<p>Ian Craig (Chair)</p> <p>Dr Karen Beeby</p> <p>Alan Chick</p> <p>Dr Alan Baron</p> <p>Kevin Gallimore (UNTIL 27/11/23)</p> <p>Allan Sansbury (FROM 1/12/23)</p> <p>Lynda Finney</p> <p>Alun Owen</p> <p>Dr Paula Powell</p> <p>Lesley Sephton</p> <p>Ken Stringer (UNTIL 27/11/23)</p>	<p>Jon Dobson (Chair)</p> <p>Alan Chick (UNTIL 31/3/24)</p> <p>Lynda Finney</p> <p>Alun Owen</p> <p>Emma Creighton</p> <p>Ken Stringer</p>	<p>Ian Craig (Chair)</p> <p>Andrew Appleton</p> <p>Steve Fairhurst</p> <p>Lynda Finney</p> <p>Alun Owen</p> <p>Kelly de Souza</p>	<p>Dr Michael Van Dessel (Chair)</p> <p>Dame Elaine Inglesby-Burke</p> <p>Dr Karen Beeby</p> <p>Dr Alan Baron</p> <p>Sarah Carberry</p> <p>Lynda Finney</p> <p>Margaret McConaghy</p> <p>Dr Paula Powell</p> <p>Kelly de Souza</p>	<p>Christine Buckley (Chair UNTIL 31/12/23)</p> <p>Steve Fairhurst</p> <p>Alun Owen</p> <p>Dr Paula Powell</p> <p>Ian Turnbull</p> <p>Carol Pilkington (UNTIL 30/09/23)</p> <p>Dr Alan Baron (Chair FROM 1/1/24)</p>	<p>Alan Chick (Chair)</p> <p>Elaine Inglesby</p> <p>Frank Walsh</p> <p>Ian Craig</p> <p>Alun Owen, Corporate Director</p> <p>Lynda Finney, Clinical Director (FROM 31/10/22)</p> <p>Dr Paula Powell, Medical Director</p> <p>Andrew Appleton, Digital & Estates Manager</p> <p>DISBANDED AT 31/3/24</p>	<p>Kevin Gallimore (Chair)</p> <p>Joan Reakes</p> <p>Jean Beesley</p> <p>Allan Sansbury</p> <p>Tony Foster</p> <p>Julie Currie, Head of Retail (FROM 1/10/23)</p> <p>Alun Owen, Corporate Director</p> <p>Carol Pilkington, Trading Company Manager (UNTIL 30/09/24)</p> <p>Lesley Sephton, Head of Finance</p> <p>Ian Turnbull, Head of Volunteering</p>

Governing Document

The company is governed by its Memorandum and Articles of Association. The company is limited by guarantee, whereby every member of the company undertakes to contribute to the assets of the company in the event of winding up, while they are members or within one year after they cease to be a member, for payment of the debts and liabilities of the company contracted before they cease to be members, such amounts as may be required not exceeding £1.

Appointment of Trustees

The trustees who have served during the year are set out on page 9. The trustees are appointed by the members of the Company and every three years each trustee retires by rotation but may offer themselves for re-election in accordance with the Articles of Association.

Extract from Articles of Association (1993, updated 2017)

Rotation of the members of the Board (Council):

In accordance with the Articles of Association, the trustees retire in rotation at the Annual General Meeting as follows:

1. At the first AGM of the Company all members of the Council shall retire from office, and at the AGM in every subsequent year one-third of the members of the Council for the time being or, if their number is not three or a multiple of three, then the number nearest one-third, shall retire from office.
2. The members of the council to retire in every year shall be those who have been longest in office since their last election, but as between persons who became members of the Council on the same day those to retire shall (unless they otherwise agree among themselves) be determined by lot.
3. With effect from 1 September 2017 a retiring member of the Council shall be eligible for re-election for a further period of three years up to a maximum of three terms (making nine years in total) after which the member must retire for a period of at least one year before being considered for a further appointment.
4. The Company at the meeting at which a member of the Council retires in manner aforesaid may fill the vacated office by electing a person thereto, and in default the retiring member of the Council shall, if offering himself for re-election, be deemed to have been re-elected, unless at such meeting it is expressly resolved not to fill such vacated office or unless a resolution for the re-election of such member of the Council shall have been put to the meeting and lost.

Trustee Induction and Training

The trustees undergo an induction to brief them on their legal obligations under charity and company law, the content of the Memorandum and Articles of Association, the committee and decision-making processes, the business plan and recent financial performance of Willowbrook hospice. They are also required to read, understand and sign the Governance Policy. During this induction they meet key employees and other trustees. Trustees are encouraged to attend appropriate external events where these will facilitate the undertaking of their role and provide additional knowledge and information.

Organisation

The Board of Trustees governs Willowbrook hospice. The Board usually meets bimonthly to manage the hospice's affairs, receiving reports from the Assurance sub-groups, details of which are set out on page 11. All operational activities are carried out by the Executive Leadership Team which has the delegated authority, within terms of delegation approved by the Trustees, to carry out these matters.

Key Management Personnel

The Trustees consider the key management personnel to be the Executive Leadership Team. The day to day running of the hospice is delegated to this team. During the time applicable to this report, the remuneration of the key leadership personnel was set taking on reference to the 'Willowbrook hospice – Agenda for Change' policy which is an adaptation of some aspects of the 'NHS Agenda for Change' policy. All salary levels are always subject to affordability.

Risk Management

Board Assurance and Risk discussions are incorporated into general board meetings at relevant points throughout the financial year. These allow the trustees to consider and review the major strategic, business and operational risks that Willowbrook faces each year.

OBJECTIVES AND ACTIVITIES

The objectives of Willowbrook hospice are to:

- Provide free, specialist palliative care to patients through the expertise of our multidisciplinary professional team.
- Provide this care to those who have need of it and are referred by their healthcare professional.

There have been no material changes in policy or objectives throughout the period.

The principal activity of the subsidiary company, Willowbrook Hospice Trading Company Limited is to operate our portfolio of retail sites for the sole benefit of Willowbrook hospice.

The strategies employed to achieve Willowbrook hospice's objectives are aimed to:

- Establish, maintain and operate a hospice for the care of patients living with a life-limiting diagnosis.
- Provide medical, clinical and complementary therapies for such patients through our in-patient, community and outreach services of the hospice.
- Ensure that the patient is the focus of our attention from the time of their arrival with us.
- Help each patient to live with dignity and regain and achieve the best quality of life that is available to them
- Offer a support system that helps patients live as actively as possible before death.
- Offer services to help support family and friends during the patient's illness and in their bereavement.

These key strategies will be achieved by:

- Maintaining and improving the quality of care provided by us and by others.
- Engaging with our community to strengthen and develop partnerships, allowing us to extend our reach beyond the 'hospice walls'.

PUBLIC BENEFIT

The trustees confirm they have regard for the public benefit guidance issued by the Commission of the Charities Act 2011 that requires Willowbrook hospice to demonstrate the public benefit of our aims.

- The charitable aim of Willowbrook hospice is to support all St Helens and Knowsley patients and the people close to them at the end of their life.
- This is achieved by enabling access to the best palliative care, most appropriate to their need.
- Patient referrals are made by healthcare professionals and accepted according to those in most need of our clinical care.
- Services are delivered free of charge to any patient from St Helens and Knowsley who is in need of our services.
- The hospice is regulated by the Care Quality Commission which has approved the hospice to care for patients over the age of 18.
- Our aim is to enhance the quality of life for each individual throughout all stages of their illness.
- Individual needs are continually re-assessed to ensure that care is 'the best it can be.'

TRUSTEE REPORT

ACHIEVEMENTS AND PERFORMANCE

Overview

The focus during this year was to continue delivering on our 2022 – 2025 'Willowbrook Strategy' promise of growing our services beyond the hospice walls and committing further financial reserves to complete the refurbishment we had commenced in 2022/2023. We hope to finish all refurbishments and room upgrades in the early part of 2024/2025. Our outreach services have continued to grow with partnerships, providing focused support for people living with upper GI cancers and breast cancer alongside complementary therapy work delivered both within our Cedarwood outreach centre and online. Our inpatient unit continues its specialist provision, meeting the many needs of our referred patients and welcoming family and friends to spend as much time as they wish visiting in the hospice. Our plans for the future are to develop further mutually supportive partnerships, including working alongside district and community nurses with specialist palliative input and support rapid hospital discharges where specialist palliative care is required. This will be reported in the next published Quality Account in Spring 2025. This annual Quality Account publication provides the opportunity to reflect on and highlight the work that we do across the organisation and show progress made. These accounts are an important way for the hospice to report on quality and show improvements in the services that we deliver to the Communities of St Helens and Knowsley. For the narrative around our clinical and medical services in 2023/2024, our most recently published **Quality Account 2023/24 is published on the Willowbrook hospice website: www.willowbrook.org.uk**

With the Quality Accounts already reporting on our clinical and medical provision, this Annual Report for 2023/2024 focuses on the finances and some highlights of income generation that helps to provide these patient-focused services. Willowbrook have great income generation teams in our Fundraising and Trading Company that are all focused on creating greater financial support for the hospice. The team members and their enthusiasm have already created significant growth in our trading company and community fundraising. The return of the Willowbrook Strictly Ball was welcomed and very successful. This is to be repeated in 2024/2025. The teams are supported in their efforts by our huge team of volunteers and of course, our community-based donors and sponsors.

All our shops and café performed strongly this year, producing the planned net profit that was then contributed towards the running costs of Willowbrook. There was a significant change in personnel within the Trading Company as we welcomed a new Head of Retail to Willowbrook in October 2023 and her long and established experience gained from both commercial and charity retail sectors has had an immediate, positive impact. Our volunteers continue to support Willowbrook across the organisation, from working in our shops and café to running key events such as with the Strictly Ball. We would not be able to do what we do without these key Willowbrook people and we owe them our gratitude for their commitment.

Fundraising

The fundraising department increased their income by approximately £200,000 over and above that received in 2022/2023. Willowbrook hospice raises funds from the public via our own events and also from supporting members of the community to run events of their own. Willowbrook has a clear donations policy in place and it is applied to ensure that all necessary due diligence is completed in respect of donations. In addition, Willowbrook runs a lottery which in this year, raised £547,852 which was a decrease of £31,182 when compared to 2022/2023. A development plan is in place for 2024 onwards to 'grow' this income.

Principal risks and uncertainties

- Fall in voluntary income via donations and lottery participation.
- Reduction in retail income owing to the impact of the cost-of-living crisis.
- Further shrinkage of government income from the NHS via the Integrated Care Board (ICB).
- Rising costs owing to salary and energy increases.
- The potential impact of a new Assisted Dying law on hospice fundraising.

Finance

The finance team keep on top of Willowbrook's finances and ensure the accurate recording of the many donations we receive every day alongside expenditure. Our chair noted the strong financial position that the hospice finds itself in at the end of the year, confirmation of the performance of the Corporate directorate.

The Board of Trustees would like to thank all staff, our volunteers and donors and supporters, for their contribution to the successes of last year and also over the lifetime of Willowbrook. The hospice today could not be what it is without the effort of everyone in making Willowbrook a successful and well-regarded hospice in the Cheshire and Merseyside region.

As a Registered Charity (No 1020240) and Company Limited by Guarantee (No: 2808633), Willowbrook hospice submits an Annual Return for public display on the Charity Commission website <https://www.gov.uk/government/organisations/charity-commission> and files its Audited Accounts at Companies House.

The statutory grant income received in 2023/24 represents only 36% of the total charitable costs during the reporting period. This is a significant reduction from the 40% in the year ended 31st March 2023. The remaining income is generated through our well-established Fundraising and Trading Company teams; from events and campaigns, our lottery team; our network of retail shops, donations, legacies and the generous support from the residents of the communities that we serve.

Conclusion

Willowbrook has continued to grow in the last 12 months, and we wish to thank everyone who supported us in sustaining and growing Willowbrook and its much-needed services during the year. As the financial figures show, the hospice has again ended the year in a very strong position. On behalf of everyone associated with Willowbrook, thank you to our Board of Trustees, staff, supporters and volunteers for all their commitment and support that enables us to say that Willowbrook hospice will still be an important part of our community for many more years.

Financial Review 2023 – 2024

The group shows a consolidated net increase in overall available funds at the end of the year of £31,695.

Income

Total incoming resources for the year were £5,880,936 representing a reduction of £223,893 compared to the previous year. The main elements of this movement include a fall in legacy income of £609,902, reduction in individual donations of £67,915, increase in income from other charitable activities of £110,876 and increases in trading activity income of £211,105.

We thank the people of St Helens and Knowsley for all their support, particularly in the current financial climate. We continue to make every effort to maximise our income streams into the future whether it be by obtaining increased Government funding or via all our local sources. Willowbrook also has 370 active volunteers to whom we are very grateful as, in this year, they contributed 80,873 hours of volunteering. This equates to £1,051,349 of salary savings with the assumption of their hours otherwise being paid to staff at the level of the minimum living wage.

Income from charitable activities increased to £2,059,062, an increase of £110,876 compared to the previous year. This was due to a small increase in our core funding from the NHS Merseyside & Cheshire Integrated Care Board and an additional payment to support a pilot project in working alongside the community District Nurse teams, providing advice and guidance for Palliative and End of Life Care. However, this was also offset by the loss of previous Consultant salary payments from Merseyside and West Lancashire Hospital Trust.

Expenditure

Total expenditure in the year increased from £5,191,506 to £5,948,439, an increase of £756,933 from the previous year.

An increase in refurbishment costs of £303,313 account for a significant element of the increase with a further £264,509 due to additional staffing costs. These increased costs, approved by the Board of Trustees, were partly in response to the need to keep pace with the clinical salaries being offered within the NHS and to match 'unsocial hours' payments for the clinical teams. This was recognised as a key risk to recruitment for the organisation. Other increases in expenditure were often linked to the cost-of-living pressures including an increase in energy costs of £49,349. It should be noted that investments in solar panels have mitigated this latter increase and will allow further savings into the future. However, the remaining factors that are likely to affect future financial performance are:

- Factors that are likely to affect future performance include shrinkage in grant monies.
- Rising costs, mainly attributable to salaries and energy bills.

Reserves Policy

The Trustees continue to review Willowbrook's need for reserves, in line with guidance issued by the Charity Commission and we hold a detailed Reserves Policy.

Willowbrook Hospice's income streams are heavily dependent on voluntary giving and fundraising. This, together with the obligations of the hospice to its service users and its employees, means that the Trustees feel it is prudent, where possible, to aim to hold reserves (cash and investments) of between 6 to 9 months of budgeted expenditure.

As part of the current policy on reserves, where the reserves exceed 9 months, the Trustees have agreed proposals made by the Executive Leadership Team for building and equipment enhancements and upgrades, improved security measures via CCTV installation, efficiency measures for lighting at the hospice and across our shops and IT connectivity upgrades for meeting spaces. These monies were held as designated funds for projects which benefit both the objectives of the hospice and its future financial sustainability.

A review of reserves at 31 March 2024 shows total funds of £9,870,375 (2023 - £9,838,680). Of which, £2,189,067 (2023 - £2,368,799) are restricted funds and £275,530 (2023 - £752,465) are designated funds

for future expenditure. This leaves total unrestricted funds of £7,405,778 (2023 - £6,717,416), which includes £2,033,554 (2023 - £1,913,277) held in fixed assets meaning the charity has free reserves of £5,372,224 (2023 - £4,804,139) and this represents approximately 11 months of total running costs based on the costs for the year ended 31 March 2024.

Investment powers and policy

Under the Memorandum and Article of Association, the hospice has the power to invest in any way the trustees wish.

The trustees have considered the most appropriate policy for the investment of surplus funds and as at 31 March 2024, apply the following approach:

1. Ensuring adequate short-term funds (< 1 year) are always available so as to enable the hospice to meet its financial obligations to its employees and creditors. A minimum balance of £500,000; equivalent to just over 1 month's running costs, should be always maintained.
2. Investing in medium term funds (1-5 years). These investments are primarily for regular income and for capital growth over the five-year period and would typically be represented by good quality bonds. No more than 75% of total funds will be invested in medium term investments.
3. Investing in long term funds (> 5 years). These investments are for capital growth over the long term and would typically be represented by equities. No more than 25% of total funds will be invested in long term investments; however, in the exceptional circumstances of a sudden windfall receipt or of strong market performance, this percentage may be exceeded. Any such exception will be reviewed at each Board Meeting.

Trustees' responsibilities in relation to the financial statements

The trustees (who are also the directors of Willowbrook hospice for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the hospice and of the incoming resources and application of resources, including the income and expenditure, of the hospice for that period. In preparing those financial statements, the trustees are required to:-

- Select suitable accounting policies and then apply them consistently
- Observe the methods and principles in the Charity SORP
- Make sound judgments and estimates that are reasonable and prudent; and
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements.
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that Willowbrook hospice will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the hospice and to enable them to ensure that the financial statements comply with the Companies Act 2006. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Statement as to Disclosure of Information to Auditors

In so far as the trustees are aware: - there is no relevant audit information of which the hospice's auditors are unaware; and the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

The Report of the Trustees, incorporating a Strategic Report was approved by the trustees as the Company's directors on 25 November 2024 and signed on their behalf by:



Alun Owen (Secretary)

**WILLOWBROOK HOSPICE
(LIMITED BY GUARANTEE)**

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF
WILLOWBROOK HOSPICE**

Opinion

We have audited the financial statements of Willowbrook Hospice (the 'parent charitable company') and its subsidiaries (the 'group') for the year ended 31 March 2024 which comprise the Consolidated Statement of Financial Activities, the Balance Sheets, the Cash Flow Statement and 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 (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 2024 and of its incoming resources and application of resources, including its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- 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 Auditors responsibilities for the audit of the financial statements section of our report. We are independent of the group 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 those 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

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast doubt on the group's and parent charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the trustee's annual report, other than the financial statements and our report of the Independent Auditors 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.

**WILLOWBROOK HOSPICE
(LIMITED BY GUARANTEE)**

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF
WILLOWBROOK HOSPICE**

Opinion 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 Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Trustees 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 group and parent charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Trustees.

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

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the Statement of Trustees Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the group's and parent charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the parent charitable company 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 a Report of the Independent Auditors 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.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below. However, the primary responsibility for the prevention and detection of fraud rests both with those charged with governance of the entity and management.

**WILLOWBROOK HOSPICE
(LIMITED BY GUARANTEE)**

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF
WILLOWBROOK HOSPICE**

Our approach was as follows:-

- Discussions with management and those involved in the financial reporting process including consideration of known or suspected instances of non-compliance with laws and regulations central to the group's and parent charitable company's ability to operate, and fraud;
- Evaluation and testing of the operational effectiveness of management's controls designed to prevent and detect irregularities;
- Identifying and testing journal entries, in particular any journal entries posted with unusual account combinations or of significant monetary amounts; and
- Review of the rationale for the calculation of key accounting estimates in the financial statements and testing of the accuracy of these calculations.

There are inherent limitations in the audit procedures described above. The further removed non-compliance with laws and regulations is from the events and transactions reflected in the financial statements, the less likely we would become aware of it. Also, the risk of not detecting a material misstatement due to fraud is higher than the risk of not detecting one resulting from error, as fraud may involve deliberate concealment by, for example, forgery or intentional misrepresentation, or through collusion.

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 Report of the Independent Auditors.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an 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 parent charitable company and the parent charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



**Mr Andrew McMinnis FCA FCCA (Senior Statutory Auditor)
For and on behalf of Livesey Spottiswood
Chartered Accountants & Statutory Auditors
17 George Street
St Helens
Merseyside
WA10 1DB**

Date: 19/12/2024

**WILLOWBROOK HOSPICE
(LIMITED BY GUARANTEE)
CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2024**

	Notes	Unrestricted Funds £	Restricted Funds £	2024 Total £	2023 Total £
Income and endowments from:					
Donations and legacies	2	946,330	23,809	970,139	1,602,826
Charitable activities	3	1,679,334	379,728	2,059,062	1,948,186
Other trading activities	4	2,498,254	154,499	2,652,753	2,441,648
Investments	5	152,908	-	152,908	62,765
Other income	6	<u>46,074</u>	<u>-</u>	<u>46,074</u>	<u>49,404</u>
Total income		<u>5,322,900</u>	<u>558,036</u>	<u>5,880,936</u>	<u>6,104,829</u>
Expenditure on:					
Raising funds	7	1,597,835	-	1,597,835	1,442,888
Charitable activities	9	<u>3,793,817</u>	<u>556,787</u>	<u>4,350,604</u>	<u>3,748,618</u>
Total expenditure		<u>5,391,652</u>	<u>556,787</u>	<u>5,948,439</u>	<u>5,191,506</u>
Net (expenditure)/income from Operating activities for the year		(68,752)	1,249	(67,503)	913,323
Net (loss)/gain on investments		<u>99,198</u>	<u>-</u>	<u>99,198</u>	<u>(43,350)</u>
Net income for the year		30,446	1,249	31,695	869,973
Transfer between funds		<u>180,981</u>	<u>(180,981)</u>	<u>-</u>	<u>-</u>
Net movement in funds		211,427	(179,732)	31,695	869,973
Reconciliation of funds					
Total funds brought forward at 1 April 2023		<u>7,469,881</u>	<u>2,368,799</u>	<u>9,838,680</u>	<u>8,968,707</u>
Total funds carried forward at 31 March 2024		<u>7,681,308</u>	<u>2,189,067</u>	<u>9,870,375</u>	<u>9,838,680</u>

The consolidated statement of financial activities includes all gains and losses recognised in the year.

All incoming resources and resources expended derive from continuing activities.

The notes on pages 26 - 44 form part of these accounts

**WILLOWBROOK HOSPICE
(LIMITED BY GUARANTEE)
COMPANY NUMBER : 2808633**

CONSOLIDATED BALANCE SHEET

AS AT 31 MARCH 2024

	Note	2024		2023	
		£	£	£	£
Fixed assets					
Investments	14		1,703,866		604,668
Tangible assets	15		<u>4,198,769</u>		<u>4,134,460</u>
			5,902,635		4,739,128
Current assets					
Stock	16	1,129		9,755	
Debtors	17	391,160		458,470	
Cash at bank and in hand		2,019,244		3,209,677	
Treasury deposits		<u>2,069,942</u>		<u>2,015,000</u>	
		4,481,475		5,692,902	
Current liabilities					
Creditors: amounts falling due within one year	18		<u>(513,735)</u>	<u>(593,350)</u>	
Net current assets					
			<u>3,967,740</u>		<u>5,099,552</u>
Total assets less current liabilities					
			9,870,375		9,838,680
Total net assets					
			<u>9,870,375</u>		<u>9,838,680</u>
The funds of the charity:					
Unrestricted funds	19		5,323,758		4,796,431
Unrestricted funds held in tangible fixed assets	19		2,033,554		1,913,277
Designated funds	19		275,530		752,465
Restricted funds	20		2,189,067		2,368,799
Non-charitable trading funds	19		<u>48,466</u>		<u>7,708</u>
Total funds					
			<u>9,870,375</u>		<u>9,838,680</u>

The accounts were approved by the trustees and signed on their behalf on 18 November 2024 by:-

TRUSTEE  IAN CRAIG

TRUSTEE  KAREN BEEBY

The notes on pages 26 - 44 form part of these accounts

**WILLOWBROOK HOSPICE
(LIMITED BY GUARANTEE)
COMPANY NUMBER : 2808633**

CHARITY BALANCE SHEET

AS AT 31 MARCH 2024

		2024		2023	
Note	£	£	£	£	£
Fixed assets					
Fixed asset investments	14		1,703,872		604,674
Tangible fixed assets	15		<u>4,125,855</u>		<u>4,125,866</u>
			<u>5,829,727</u>		<u>4,730,540</u>
Current assets					
Debtors	17	286,669		502,804	
Cash at bank and in hand		1,920,437		3,037,494	
Treasury deposits		<u>2,069,942</u>		<u>2,015,000</u>	
		4,277,048		5,555,298	
Current liabilities					
Creditors: Amounts falling due within one year	18	<u>(284,866)</u>		<u>(454,866)</u>	
Net current assets			<u>3,992,182</u>		<u>5,100,432</u>
Total assets less current liabilities			<u>9,821,909</u>		<u>9,830,972</u>
Total net assets			<u>9,821,909</u>		<u>9,830,972</u>
The funds of the Charity:					
Unrestricted funds	19		5,323,758		4,796,431
Unrestricted funds held in tangible fixed assets	19		2,033,554		1,913,277
Designated funds	19		275,530		752,465
Restricted funds	20		<u>2,189,067</u>		<u>2,368,799</u>
			<u>9,821,909</u>		<u>9,830,972</u>

Approved by the trustees and signed on their behalf on 18 November 2024 by:-

TRUSTEE  IAN CRAIG

TRUSTEE  KAREN BERRY

The notes on pages 26 - 44 form part of these accounts

**WILLOWBROOK HOSPICE
(LIMITED BY GUARANTEE)**

CONSOLIDATED CASH FLOW STATEMENT

FOR THE YEAR ENDED 31 MARCH 2024

	Note	2024		2023	
		£	£	£	£
Cash flow from operating activities					
Cash generated from operations	1		<u>(64,935)</u>		<u>1,752,379</u>
Net cash (used) / provided by operating activities			(64,935)		1,752,379
Cash flows from investing activities:					
Purchase of tangible fixed assets		(223,348)		(66,242)	
Purchase of fixed asset investments		(1,000,000)		-	
Charibond and Charifund income		28,142		23,116	
Interest received		<u>124,650</u>		<u>39,649</u>	
Net cash used in investing activities			<u>(1,070,556)</u>		<u>(3,477)</u>
Change in cash and cash equivalents in the reporting period			(1,135,491)		1,748,902
Cash and cash equivalents at 1 April 2023			<u>5,224,677</u>		<u>3,475,775</u>
Cash and cash equivalents at 31 March 2024			<u>4,089,186</u>		<u>5,224,677</u>

1	Reconciliation of net income to net cash flow from operating activities	2024	2023
		£	£
	Net (expenditure) / income from operating activities for the reporting period	(67,503)	913,323
	Adjustments for:		
	Depreciation charges	159,039	163,485
	Loss on sale of tangible fixed assets	-	76
	Investment income	(152,792)	(62,765)
	Decrease/(Increase) in stocks	8,626	(1,752)
	Decrease in debtors	67,310	589,723
	(Decrease)/Increase in creditors	<u>(79,615)</u>	<u>150,329</u>
	Net cash (used) / provided by operating activities	<u>(64,935)</u>	<u>1,752,379</u>

**WILLOWBROOK HOSPICE
(LIMITED BY GUARANTEE)**

**NOTES TO THE CONSOLIDATED ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2024**

1 Accounting Policies

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

Basis of preparation

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

The hospice meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policies. The financial statements are prepared in sterling which is the functional currency of the charity.

Legal status of the Charity

The charity is a company limited by guarantee and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

The charity is incorporated in England & Wales. The registered office is shown within the reference and administrative details section of the trustee report.

Significant judgements and key sources of estimation uncertainty

The most significant areas of judgement and key assumptions that affect items in the accounts are in relation to estimating depreciation and support costs.

Group financial statements

The financial statements consolidate the results of the charity and its wholly owned subsidiary Willowbrook Hospice Trading Company Ltd. 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.

Funds

Funds held by the charity are either:

- Unrestricted general funds are funds, which can be used in accordance with the charitable objects at the discretion of the trustees.
- Restricted funds are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes. The aim and use of each material designated and restricted fund is set out in the notes to the financial statements.
- 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.

**WILLOWBROOK HOSPICE
(LIMITED BY GUARANTEE)**

**NOTES TO THE CONSOLIDATED ACCOUNTS (continued)
FOR THE YEAR ENDED 31 MARCH 2024**

Accounting Policies (continued)

Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached 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 or contract income), the income and related expenditure are reported gross in the Statement of Financial Activities.

Donations, grants and gifts

These are included in the Statement of Financial Activities (SOFA) when:

- the charity becomes entitled to the donation, grant or similar income and any conditions for receipt are met,
- the trustees are reasonably certain they will receive it; and
- the trustees are reasonably certain that the value can be reliably measured

Income from Gift Aid tax reclaims is recognised for any donations with relevant Gift Aid certificates 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 within debtors.

Income from NHS contracts, government and other grants, whether 'capital' grants or 'revenue' grants, are 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.

For legacies, entitlement is taken on a case by case basis as the earlier of the date on which 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.

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

Sponsorship from events, fundraising and events registration fees are recognised in income when the event takes place.

Donated goods and services

Donated services or facilities are recognised 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.

Donated fixed assets are similarly taken to income at the value to the charity with the item being capitalised in fixed assets.

**WILLOWBROOK HOSPICE
(LIMITED BY GUARANTEE)**

**NOTES TO THE CONSOLIDATED ACCOUNTS (continued)
FOR THE YEAR ENDED 31 MARCH 2024**

Accounting Policies (continued)

Expenditure and irrecoverable VAT

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 the obligation can be measured reliably. All expenditure is accounted for on an accruals basis under the following headings:

Costs of raising funds comprises fundraising costs incurred in seeking donations, grants and legacies; costs of fundraising activities including the costs of goods sold, shop costs, commercial trading and their associated support costs. Fundraising costs do not include the costs of disseminating information in support of the charitable activities.

Expenditure on charitable activities includes the costs of providing specialist palliative care and support, community services, research and other educational activities undertaken to further the purposes of the charity and their associated support costs. Irrecoverable VAT is charged as a separate cost within expenditure on charitable activities.

Support costs comprise those costs which are incurred directly in support of expenditure on the objects of the charity and include governance cost, finance and office costs.

Support costs are allocated to each of the activities on one of the following basis: either floor space, staff time or staff headcount depending on the nature of the support costs, to best allocate the costs to each attributable heading.

Costs are allocated between direct charitable and other expenditure according to the nature of the cost. Where items involve more than one category, they are apportioned between the categories according to the nature of the cost.

Leased assets

Rentals payable under operated leases are charged against profits on a straight line basis over the periods of the leases. Assets acquired under finance leases and hire purchase contracts are capitalised as tangible fixed assets and are depreciated in accordance with the accounting policy on depreciation. The related obligations net of finance costs allocated to future periods, are included in creditors. Finance costs are charged as an expense on a straight line basis over the periods of the contracts.

Volunteers

The value of the services provided by volunteers is not incorporated into these financial statements. Further details of their contribution is provided in the Report of the Trustees.

Fixed assets

Fixed assets are capitalised at cost, where acquired or management's approximate valuation of cost where donated. Items with a value of less than £500 are not capitalised.

**WILLOWBROOK HOSPICE
(LIMITED BY GUARANTEE)**

**NOTES TO THE CONSOLIDATED ACCOUNTS (continued)
FOR THE YEAR ENDED 31 MARCH 2024**

Accounting Policies (continued)

Depreciation

Depreciation is provided to write off the cost or revalued amount, less an estimated residual value, of all fixed assets evenly over their expected economic useful lives on a straight line basis as follows:-

Land and Buildings	50 years Straight Line and 10 years Straight Line
Furniture and Equipment	5-7 years Straight Line
Computer Equipment	2-4 years Straight Line
Motor Vehicles	4 years Straight Line

The need for any impairment of a fixed asset write-down is considered if there is concern over the carrying value of an asset and is assessed by comparing that carrying value against the value in use or realisable value of the asset when appropriate.

Investments

Investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value at the balance sheet date using the closing quoted market price. The Statement of Financial Activities includes the net gains and losses on revaluation and disposals throughout the year.

The charity does not acquire put options, derivatives or other complex financial instruments.

Stock

Stock of retail goods is included at the lower of cost or net realisable value on a first in first out basis. Donated items of stock for resale or distribution are not included in the financial statements until they are sold or distributed because the Trustees consider it impractical to be able to assess the amount of donated stocks as there are no systems in place which record those items until they are sold and undertaking a stock take would incur undue cost for the charity which far outweighs the benefits.

Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due. Accrued income and tax recoverable is included at the best estimate of the amounts receivable at the balance sheet date.

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 of three months or less from the date of acquisition or opening of the deposit or similar account.

Creditors

Creditors are recognised where the charity 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 are normally recognised at their settlement amount after allowing for any trade discounts due.

**WILLOWBROOK HOSPICE
(LIMITED BY GUARANTEE)**

**NOTES TO THE CONSOLIDATED ACCOUNTS (continued)
FOR THE YEAR ENDED 31 MARCH 2024**

Accounting Policies (continued)

Income from trading subsidiary

Turnover of the subsidiary is the total amount receivable by the company for goods and services provided, excluding VAT plus lottery income.

Lottery income is accounted for in respect of those draws that have taken place in the year. Trading Income is recognised at point of sale for both donated and purchased goods.

Realised and unrealised gains/(losses) on investments

All realised and unrealised gains and losses are taken to the statement of financial activities as they arise. Realised gains and losses on investment are calculated as the difference between the sales proceeds and the original cost of the investment. Unrealised gains and losses are calculated as the difference between market value at the end of year and opening market values.

Pension costs

Willowbrook Hospice contributes to defined benefit contribution scheme on behalf of certain former National Health Service employees. These contributions are fixed by reference to quinquennial valuations by the Government Actuary. The company also operates a defined contribution pension scheme for other employees. Contributions payable for the year for both schemes are charged in the Statement of Financial Activities.

Going Concern

The trustees consider that there are no material uncertainties about Willowbrook Hospice's ability to continue as a going concern.

**WILLOWBROOK HOSPICE
(LIMITED BY GUARANTEE)**

**NOTES TO THE CONSOLIDATED ACCOUNTS (continued)
FOR THE YEAR ENDED 31 MARCH 2024**

2 Donations and legacies

	Unrestricted £	Restricted £	2024 £	2023 £
Donations				
General donations	189,519	-	189,519	257,434
Donated services	-	10,409	10,409	-
Donated from fundraising events	217,638	-	217,638	170,767
In memoriam	98,736	-	98,736	124,286
Charitable trusts	<u>75,000</u>	<u>-</u>	<u>75,000</u>	<u>75,000</u>
	<u>580,893</u>	<u>10,409</u>	<u>591,302</u>	<u>627,487</u>

All donations in the previous year relate to unrestricted funds.

	Unrestricted £	Restricted £	2024 Total £	2023 Total £
Legacies				
Legacies	<u>365,437</u>	<u>-</u>	<u>365,437</u>	<u>975,339</u>

All legacies in the previous year relate to unrestricted funds.

	Unrestricted £	Restricted £	2024 Total £	2023 Total £
Grants				
B&Q Foundation – Bathroom refurbishment	-	9,400	9,400	-
Duchy of Lancaster – Therapy Suite Refurbishment	<u>-</u>	<u>4,000</u>	<u>4,000</u>	<u>-</u>
	<u>-</u>	<u>13,400</u>	<u>13,400</u>	<u>-</u>

All grants in the previous year relate to unrestricted funds.

Total donations and legacies	<u>946,330</u>	<u>23,809</u>	<u>970,139</u>	<u>1,602,826</u>
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**WILLOWBROOK HOSPICE
(LIMITED BY GUARANTEE)**

**NOTES TO THE CONSOLIDATED ACCOUNTS (continued)
FOR THE YEAR ENDED 31 MARCH 2024**

	Unrestricted	Restricted	2024 Total	2023 Total
	£	£	£	£
3 Income from charitable activities				
Core funding	1,567,507	-	1,567,507	1,510,548
Discharge & District Nurse funding	-	150,000	150,000	110,000
Speciality Doctor income	65,087	-	65,087	33,420
Out of area CCG funding	46,740	-	46,740	36,340
Pharmacy costs	-	113,849	113,849	116,658
24 Hour helpline	-	48,100	48,100	43,600
NHS Pensions	-	8,674	8,674	8,332
Clinical Leadership	-	18,288	18,288	18,288
Whiston Consultants salary funding	-	-	-	31,000
Occupational Therapist funding	-	40,817	40,817	40,000
	<u>1,679,334</u>	<u>379,728</u>	<u>2,059,062</u>	<u>1,948,186</u>

The income from charitable activities last year was £1,948,186 of which £1,580,308 was unrestricted and £367,878 restricted.

	Unrestricted	Restricted	2024 Total	2023 Total
	£	£	£	£
4 Income from other trading activities				
Income from trading subsidiary (note 8)	2,290,230	-	2,290,230	2,250,700
Events organised by the Hospice	197,524	-	197,524	135,470
Training programmes	10,500	154,499	164,999	55,478
	<u>2,498,254</u>	<u>154,499</u>	<u>2,652,753</u>	<u>2,441,648</u>

The income from other trading activities last year was £2,454,420 of which £2,398,942 was unrestricted and £55,478 restricted.

	Unrestricted	Restricted	2024 Total	2023 Total
	£	£	£	£
5 Investment income				
Charibond and Charifund income	28,142	-	28,142	23,116
Interest on cash held at bank	124,650	-	124,650	39,649
Other interest received	116	-	116	-
	<u>152,908</u>	<u>-</u>	<u>152,908</u>	<u>62,765</u>

All investment income in the previous year relates to unrestricted funds.

**WILLOWBROOK HOSPICE
(LIMITED BY GUARANTEE)**

**NOTES TO THE CONSOLIDATED ACCOUNTS (continued)
FOR THE YEAR ENDED 31 MARCH 2024**

6 Other income

	Unrestricted £	Restricted £	2024 Total £	2023 Total £
Catering income	23,006	-	23,006	16,924
Other income	618	-	618	2,940
Room hire	<u>22,450</u>	<u>-</u>	<u>22,450</u>	<u>29,540</u>
	<u>46,074</u>	<u>-</u>	<u>46,074</u>	<u>49,404</u>

All other income in the previous year relates to unrestricted funds.

7 Expenditure on raising funds

	Unrestricted £	Restricted £	2024 Total £	2023 Total £
Fundraising salaries	213,034	-	213,034	186,876
Other direct fundraising costs	62,442	-	62,442	51,938
Rent and rates	9,393	-	9,393	10,186
Support costs (note 10)	23,494	-	23,494	22,098
Fundraising trading:				
Cost of goods sold and other costs (note 8)	<u>1,289,472</u>	<u>-</u>	<u>1,289,472</u>	<u>1,171,790</u>
	<u>1,597,835</u>	<u>-</u>	<u>1,597,835</u>	<u>1,442,888</u>

All expenditure in relation to raising funds in the previous year relates to unrestricted funds.

**WILLOWBROOK HOSPICE
(LIMITED BY GUARANTEE)**

**NOTES TO THE CONSOLIDATED ACCOUNTS (continued)
FOR THE YEAR ENDED 31 MARCH 2024**

8 Fundraising trading: cost of goods sold and other costs

In accordance with its Memorandum and Articles of Association, the trading subsidiary pays to the registered charity, whether by way of Gift Aid or otherwise, such sums as after due provision for the financial requirements of the business, shall absorb or extinguish profits which otherwise would be available for distribution. A summary of its trading results is shown below:-

	2024	2023
	£	£
Income		
Sale of goods	1,720,243	1,655,923
Lottery income	547,852	579,034
Covid-19 government grants	-	10,685
Alexandra Suite room hire	<u>22,135</u>	<u>5,058</u>
	<u>2,290,230</u>	<u>2,250,700</u>
 Cost of sales and administrative expenses	 <u>(1,289,472)</u>	 <u>(1,171,790)</u>
 Profit for the year	 <u>1,000,758</u>	 <u>1,078,910</u>
 Gift aid donations to parent charity	 <u>960,000</u>	 <u>1,085,518</u>
 The assets and liabilities of the subsidiary were:-		
Fixed assets	72,914	8,594
Current assets	204,427	276,480
Creditors: amounts falling due within one year	<u>(228,869)</u>	<u>(277,360)</u>
 Total net assets	 <u>48,472</u>	 <u>7,714</u>
 Aggregate share capital and reserves	 <u>48,472</u>	 <u>7,714</u>

**WILLOWBROOK HOSPICE
(LIMITED BY GUARANTEE)**

**NOTES TO THE CONSOLIDATED ACCOUNTS (continued)
FOR THE YEAR ENDED 31 MARCH 2024**

	Unrestricted £	Restricted £	2024 Total £	2023 Total £
9 Expenditure on charitable activities				
Medical and nursing salaries	1,699,045	214,345	1,913,390	1,744,676
Occupational therapist	-	38,699	38,699	40,000
Uniforms	2,927	-	2,927	1,596
Nursing supplies	4,898	113,849	118,747	120,984
Discharge & district nurse collaboration	-	16,742	16,742	-
Catering salaries	136,661	-	136,661	126,660
Other catering costs	54,988	-	54,988	54,318
Cleaning and maintenance salaries	227,750	-	227,750	211,392
Other cleaning costs	15,012	-	15,012	21,004
Repairs, renewals and maintenance	99,764	2,537	102,301	96,410
Refurbishment costs	410,902	18,891	429,793	126,480
Training and recruitment	3,891	3,084	6,975	40,622
Insurance	21,940	-	21,940	19,848
Travel costs	10,493	-	10,493	9,874
Equipment hire	-	-	-	3,980
Heat, light and water	128,265	-	128,265	78,916
Printing, postage and stationery	13,041	-	13,041	14,196
IT and computer maintenance	38,428	4,213	42,641	39,663
Security	78,540	-	78,540	76,088
Helpline	-	29,187	29,187	30,561
Volunteer drivers and taxis	5,302	-	5,302	3,880
Irrecoverable VAT	23,413	-	23,413	17,255
Depreciation - leasehold buildings	68,778	52,013	120,791	116,811
- fixtures and fittings	15,508	412	15,920	24,218
Support costs (note 10)	734,271	62,815	797,086	729,186
	<u>3,793,817</u>	<u>556,787</u>	<u>4,350,604</u>	<u>3,748,618</u>

Of the total expenditure in the previous year of £3,748,618 a total of £3,309,569 was unrestricted and £439,049 restricted.

**WILLOWBROOK HOSPICE
(LIMITED BY GUARANTEE)**

**NOTES TO THE CONSOLIDATED ACCOUNTS (continued)
FOR THE YEAR ENDED 31 MARCH 2024**

10 Support costs

	Charitable Activities £	Fundraising Activities £	2024 Total £	2023 Total £
Management and administrative salaries	613,938	23,494	637,432	594,154
Printing, postage and stationery	19,561	-	19,561	21,302
IT and computer maintenance	72,136	-	72,136	59,495
Telephone and fax	4,714	-	4,714	4,367
Miscellaneous expenses	42,674	-	42,674	27,985
Depreciation – fixtures & fittings, computer equipment and motor vehicles	20,196	-	20,196	20,601
Loss on disposal of tangible fixed assets	-	-	-	76
Audit and accountancy fees	8,600	-	8,600	7,200
Professional fees	<u>15,267</u>	-	<u>15,267</u>	<u>16,104</u>
	<u>797,086</u>	<u>23,494</u>	<u>820,580</u>	<u>751,284</u>

Support costs have been allocated to activities on the most appropriate basis. Management and administrative salaries have been allocated by proportion of time spent on the activity.

11 Staff costs

	Group		Charity	
	2024 £	2023 £	2024 £	2023 £
Wages and salaries	3,204,573	2,953,966	2,668,473	2,451,455
Employers NI	287,384	257,872	245,330	224,314
Pensions	<u>230,149</u>	<u>212,591</u>	<u>206,207</u>	<u>187,989</u>
	<u>3,722,106</u>	<u>3,424,429</u>	<u>3,120,010</u>	<u>2,863,758</u>

The average number of employees of the charity analysed by function was:-

	Group		Charity	
	2024	2023	2024	2023
Direct charitable	51	48	51	48
Management and administration	11	16	9	14
Fundraising and publicity	<u>25</u>	<u>25</u>	<u>5</u>	<u>6</u>
	<u>87</u>	<u>89</u>	<u>65</u>	<u>68</u>

**WILLOWBROOK HOSPICE
(LIMITED BY GUARANTEE)**

**NOTES TO THE CONSOLIDATED ACCOUNTS (continued)
FOR THE YEAR ENDED 31 MARCH 2024**

11 Staff costs (cont)

Numbers of employees who received remuneration in excess of £60,000 are listed below:-

	Group		Charity	
	2024	2023	2024	2023
£60,000 - £70,000	-	1	-	1
£70,000 - £80,000	1	1	1	1
£80,000 - £90,000	1	-	1	-
£100,000 - £110,000	1	-	1	-

Indemnity insurance for the trustees is covered at a premium of £494 (2023 – £316).

None of the trustees received any emoluments or expenses during the current or previous years.

The total remuneration paid in respect of the group's key management personnel was £306,926 (2023 - £315,202).

12 Net income for the year before taxation

The net incoming resources for the year before taxation is stated after charging:

	2024 £	2023 £
Depreciation of owned assets	159,039	163,485
Loss on sale of tangible fixed assets	-	76
Operating leases - land and buildings	127,539	121,933
Auditors' remuneration	13,900	9,700
Auditors' remuneration - non audit services	4,400	3,208

13 Taxation

No liability to UK corporation tax arose on trading activities either for the year ended 31 March 2024 or for the previous year.

**WILLOWBROOK HOSPICE
(LIMITED BY GUARANTEE)**

**NOTES TO THE CONSOLIDATED ACCOUNTS (continued)
FOR THE YEAR ENDED 31 MARCH 2024**

14 Fixed asset investments

a) Fixed asset investments

Group

	M & G Charibond Fixed Interest Fund £	M & G Charifund Equities Investment Fund £	Coutts & Co Investment £	Total £
Market value at 1 April 2023	333,026	271,642	-	604,668
Additions	-	-	1,000,000	1,000,000
Net unrealised investment gain/(loss)	<u>2,722</u>	<u>(5,052)</u>	<u>101,528</u>	<u>99,198</u>
Market value as at 31 March 2024	<u>335,748</u>	<u>266,590</u>	<u>1,101,528</u>	<u>1,703,866</u>
Historical cost at 31 March 2024	<u>393,645</u>	<u>262,319</u>	<u>1,000,000</u>	<u>1,655,963</u>
Charity				
As above				1,703,866
Investment in subsidiary company				<u>6</u>
				<u>1,703,872</u>

**WILLOWBROOK HOSPICE
(LIMITED BY GUARANTEE)**

**NOTES TO THE CONSOLIDATED ACCOUNTS (continued)
FOR THE YEAR ENDED 31 MARCH 2024**

15	Tangible fixed assets	Land & Buildings £	Fixtures Fittings & Equipment £	Computer Equipment £	Motor Vehicles £	Total £
	Group Cost					
	At 1 April 2023	5,870,750	625,376	220,426	28,099	6,744,651
	Additions	80,112	136,130	7,106	-	223,348
	Disposals	-	(38,299)	(2,245)	-	(40,544)
	At 31 March 2024	<u>5,950,862</u>	<u>723,207</u>	<u>225,287</u>	<u>28,099</u>	<u>6,927,455</u>
	Depreciation					
	At 1 April 2023	1,831,702	536,261	214,129	28,099	2,610,191
	Charge for the year	120,791	32,509	5,739	-	159,039
	Elimination on disposal	-	(38,299)	(2,245)	-	(40,544)
	At 31 March 2024	<u>1,952,493</u>	<u>530,471</u>	<u>217,623</u>	<u>28,099</u>	<u>2,728,686</u>
	Net book value					
	At 31 March 2024	<u>3,998,369</u>	<u>192,736</u>	<u>7,664</u>	<u>-</u>	<u>4,198,769</u>
	At 31 March 2023	<u>4,039,048</u>	<u>89,115</u>	<u>6,297</u>	<u>-</u>	<u>4,134,460</u>
	Charity Cost					
	At 1 April 2023	5,870,750	512,132	217,578	5,000	6,605,460
	Additions	80,112	69,678	7,106	-	156,896
	Disposals	-	(38,299)	(2,245)	-	(40,544)
	At 31 March 2024	<u>5,950,862</u>	<u>543,511</u>	<u>222,439</u>	<u>5,000</u>	<u>6,721,812</u>
	Depreciation					
	At 1 April 2023	1,831,702	431,611	211,281	5,000	2,479,594
	Charge for the year	120,791	30,377	5,739	-	156,907
	Elimination on disposal	-	(38,299)	(2,245)	-	(40,544)
	At 31 March 2024	<u>1,952,493</u>	<u>423,689</u>	<u>214,775</u>	<u>5,000</u>	<u>2,595,957</u>
	Net book value					
	At 31 March 2024	<u>3,998,369</u>	<u>119,822</u>	<u>7,664</u>	<u>-</u>	<u>4,125,855</u>
	At 31 March 2023	<u>4,039,048</u>	<u>80,521</u>	<u>6,297</u>	<u>-</u>	<u>4,125,866</u>

The net book value of land and buildings is comprised of:

	2024 £	2023 £
Freehold land and buildings	536,624	549,369
Long leasehold land and buildings	<u>3,461,745</u>	<u>3,489,679</u>
	<u>3,998,369</u>	<u>4,039,048</u>

All fixed assets are used in direct furtherance of the charity's objects.

**WILLOWBROOK HOSPICE
(LIMITED BY GUARANTEE)**

**NOTES TO THE CONSOLIDATED ACCOUNTS (continued)
FOR THE YEAR ENDED 31 MARCH 2024**

		Group		Charity	
		2024	2023	2024	2023
		£	£	£	£
16	Stocks				
	Stocks	<u>1,129</u>	<u>9,755</u>	—	—

		Group		Charity	
		2024	2023	2024	2023
		£	£	£	£
17	Debtors				
	VAT	81,254	63,605	56,724	45,398
	Amounts due from subsidiary company	-	-	-	138,876
	Other debtors	138,955	25,987	121,400	15,083
	Prepayments & accrued income	<u>170,951</u>	<u>368,878</u>	<u>108,545</u>	<u>303,447</u>
		<u>391,160</u>	<u>458,470</u>	<u>286,669</u>	<u>502,804</u>

		Group		Charity	
		2024	2023	2024	2023
		£	£	£	£
18	Creditors: amounts falling due within one year				
	Trade creditors	200,922	234,605	98,264	214,328
	Social security and other taxation	73,731	64,045	63,256	54,907
	Other creditors and accruals	<u>239,082</u>	<u>294,700</u>	<u>123,346</u>	<u>185,631</u>
		<u>513,735</u>	<u>593,350</u>	<u>284,866</u>	<u>454,866</u>

**WILLOWBROOK HOSPICE
(LIMITED BY GUARANTEE)**

**NOTES TO THE CONSOLIDATED ACCOUNTS (continued)
FOR THE YEAR ENDED 31 MARCH 2024**

19 Unrestricted funds

	Unrestricted Funds Held in Tangible Fixed Assets £	Designated Funds £	Unrestricted Funds £	Non Charitable Trading Funds £	Total £
Balance at 1 April 2023	1,913,277	752,465	4,796,431	7,708	7,469,881
Movement in funds in the year	120,277	(589,122)	639,514	40,758	211,427
Transfer between funds	-	<u>112,187</u>	<u>(112,187)</u>	-	-
Balance at 31 March 2024	<u>2,033,554</u>	<u>275,530</u>	<u>5,323,758</u>	<u>48,466</u>	<u>7,681,308</u>

Funds have been designated for the following purposes:

	£
IT expenditure	22,280
Trading company improvements	42,352
Redevelopment of Hospice	66,090
Contingencies	25,048
District nurse support services	110,000
Fundraising	<u>9,760</u>
	<u>275,530</u>

The trustees expect the above designated funds to be spent in the next 12 months.

**WILLOWBROOK HOSPICE
(LIMITED BY GUARANTEE)**

**NOTES TO THE CONSOLIDATED ACCOUNTS (continued)
FOR THE YEAR ENDED 31 MARCH 2024**

20 Restricted funds

	Movement in Resources			Balance at 31.3.24 £
	Balance at 1.4.23 £	Incoming Resources £	Expenditure & Transfers £	
SIFT -				
Medical student training	-	154,499	(154,499)	-
Merseyside & Cheshire Cancer Network -				
Funding for education and training	20,076	-	(3,084)	16,992
Oliver Lymes Charity				
Discharge & district nurse collaboration	-	150,000	(150,000)	-
Cheshire & Merseyside ICB -				
Funding for pharmacy costs	-	113,849	(113,849)	-
Funding towards NHS Pension Scheme	-	8,674	(8,674)	-
Funding for Helpline	-	48,100	(48,100)	-
Discharge & district nurse collaboration	110,000	-	(110,000)	-
Therapy services	-	40,817	(40,817)	-
"The Living Well" Project -				
Funding from Social Investment Business	408,500	-	(9,500)	399,000
Funding from Medicash	4,300	-	(100)	4,200
Bladeless fans	1,600	-	-	1,600
St Helens CCG -				
Funding for computer equipment	10,866	-	(10,866)	-
IT equipment	15,328	-	(7,663)	7,665
Annexe Fund -				
Funding towards building of annex	561,292	-	(15,379)	545,913
Help the Hospices -				
Room to Care	642,180	-	(15,290)	626,890
Day Therapy Unit Fund -				
Funding towards building of day therapy unit	547,263	-	(10,945)	536,318
Community Foundations -				
Funding for car park lighting	1,433	-	(37)	1,396
Ravensdale Trust -				
Funding for kitchen equipment	1,366	-	(1,024)	342
Groundworks at Living Well	1,940	-	(49)	1,891
St James Place -				
Funding for Rehab Suite	8,678	-	(125)	8,553
Refurbishment Fund -				
Funding towards Hospice refurbishment	33,977	-	(588)	33,389
MOU Grant -				
Clinical Leadership	-	18,288	(18,288)	-
John Lewis -				
Interior designer donated service	-	10,409	(10,409)	-
B&Q Foundation -				
Funding for bathroom refurbishment	-	9,400	(8,482)	918
Duchy Of Lancaster -				
Funding for Therapy Suite refurbishment	-	4,000	-	4,000
	<u>2,368,799</u>	<u>558,036</u>	<u>(737,768)</u>	<u>2,189,067</u>

**WILLOWBROOK HOSPICE
(LIMITED BY GUARANTEE)**

**NOTES TO THE CONSOLIDATED ACCOUNTS (continued)
FOR THE YEAR ENDED 31 MARCH 2024**

21 Analysis of group net assets by fund

	Fixed Assets £	Current Assets £	Creditors Within One Year £	Total £
Restricted funds	2,165,215	23,852	-	2,189,067
Unrestricted funds held in				
Tangible fixed assets	2,033,554	-	-	2,033,554
Designated funds	-	275,530	-	275,530
Unrestricted general funds	<u>1,703,866</u>	<u>4,182,093</u>	<u>(513,735)</u>	<u>5,372,224</u>
	<u>5,902,635</u>	<u>4,481,475</u>	<u>(513,735)</u>	<u>9,870,375</u>

22 Pension costs

The charity contributes to defined benefit schemes providing benefits based on final pensionable pay on behalf of certain former National Health Service employees. The scheme is a multi-employer scheme as defined by FRS102, and it has not been possible to identify the charity's share of the underlying assets and liabilities. As a result all pension costs for the charity will be reported on a defined contribution basis. These contributions are fixed by reference to quinquennial valuations by the Government Actuary. The charge for the year amounted to £119,420 (2023 - £121,393).

The group also operates defined contribution pension schemes for certain other employees and the charge for the year was £94,239 (2023 - £91,198).

23 Subsidiary undertaking

Included in the group accounts are the accounts of Willowbrook Hospice Trading Company Limited, a company operating within the United Kingdom.

Willowbrook Hospice Trading Company Limited is controlled by the Trustees of the Charity by the shareholding and in accordance with its Memorandum and Articles of Association and the principal activity of the trading subsidiary is as detailed in the Trustees' Report.

24 Operating lease commitments

The total future minimum lease payments are as follows:-

	Group		Charity	
	2024	2023	2024	2023
	£	£	£	£
Land and buildings				
Operating leases which expire:				
Within one year	5,250	5,000	5,250	5,000
Between one and five years	<u>300,459</u>	<u>139,358</u>	<u>300,459</u>	<u>139,358</u>
	<u>305,709</u>	<u>144,358</u>	<u>305,709</u>	<u>144,358</u>
Other				
Operating leases which expire:				
Within one year	-	487	-	-
Between one and five years	95,073	79,779	61,642	42,921
Greater than five years	<u>7,308</u>	<u>8,700</u>	<u>7,308</u>	<u>8,700</u>
	<u>102,381</u>	<u>88,966</u>	<u>68,950</u>	<u>51,621</u>

25 Related party disclosures

During the year the Charity paid £1,368 (2023 - £Nil) for goods from a company in which the trustee, Mr S Fairhurst, is a director and shareholder. Normal commercial terms applied.

