

TYNEDALE HOSPICE AT HOME
(A company limited by guarantee)
TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

TYNEDALE HOSPICE AT HOME
(A company limited by guarantee)

CONTENTS

	Page
Reference and administrative details of the Charity, its Trustees and advisers	1
Trustees' report	2 - 11
Independent auditors' report on the financial statements	12 - 15
Statement of financial activities	16
Balance sheet	17 - 18
Statement of cash flows	19
Notes to the financial statements	20 - 43

TYNEDALE HOSPICE AT HOME
(A company limited by guarantee)

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 MARCH 2021

Trustees	Mrs A M Francis, Vice Chair Mr P Johnston Mr J Harrison, Chair Professor J Shucksmith Dr S Brown (resigned 28 July 2020) Mrs K Fadden Mrs A Galbraith Mrs E Hogg Mrs G Jones Mrs S Miller Mr M Urwin Mr B Herdan (appointed 21 May 2021) Mrs G Benjamin (appointed 21 May 2021) Dr L Carrie (appointed 21 May 2021)
Company registered number	02870776
Charity registered number	1034170
Registered office	1 Legion House Beaufront Business Park Anick Road Hexham Northumberland NE46 4TU
Chief executive officer	Mike Thornicroft
Independent auditors	Armstrong Watson Audit Limited Chartered Accountants & Statutory Auditors Milburn House Hexham Northumberland NE46 3RU
Bankers	Barclays Bank Plc Priestpopple Hexham Northumberland NE46 1PE CAF Bank Ltd 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4JQ

TYNEDALE HOSPICE AT HOME
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TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2021

The Trustees present their annual report together with the audited financial statements of the Charity for the year 1 April 2020 to 31 March 2021. The Annual report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) 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).

Since the Charity qualifies as small under section 382 of the Companies Act 2006, the Strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Achievements and performance

a. Review of activities

The following report is made in the context of the global COVID-19 pandemic that had a severe impact on all Hospice activities. Specific reference is made below to actions taken by the Hospice to mitigate the impact of this disease and the associated outcomes on society.

Trustees and the Executive Management Team were saddened by the resignation of 1 Trustee, who did not have capacity to continue in his role due to external commitments. The remaining 10 Trustees continued to maintain the high standards of governance throughout the COVID-19 pandemic.

A surplus of £85,975 was generated as a result of re-casting the budget at the start of the first national lockdown and maximisation of all income generation opportunities, reducing planned expenditure by approximately 15% and monitoring all costs closely. This has resulted in an improved reserves position but they remain within the limits of our Reserves Policy.

The Trustees designated funding from reserves to "seed fund" new services during 2019/20 – eg. Complementary Therapies, Dementia Support, as referenced in the Strategic Plan 2019-22. Sadly these developments have been delayed due to the impact of COVID-19. They will be re-visited when the hospice has confidence in the resilience of the economy and our renewed ability to fundraise effectively.

The Strategic Plan maintains our commitment to provide outstanding services and offer more support to more people. The organisation continues on its path to increase the reach and impact of services for our community.

During the last 12 months the Hospice has been successful in delivering key elements of its strategy:

Good governance

- The Board and Committees continued to meet, remotely via video conferencing and receive reports from the Executive Team, ensuring the Hospice continued to operate effectively throughout the pandemic.
- The Governance Committee initiated a review of all Committee responsibilities and established procedures to ensure monitoring of compliance with all required obligations.

Income generation

- An opportunity was sourced to establish a furniture store.
- The Community Fundraiser was redeployed to take responsibility for e-commerce, which has been a resounding success.
- A Hospice Lottery was inaugurated to diversify income streams.
- Trust/Grant fundraising exceeded all expectations, as a result of swift actions to maximise any COVID-19 related opportunities.

TYNEDALE HOSPICE AT HOME
(A company limited by guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

Achievements and performance (continued)

Care services

- Personal Protective Equipment (PPE) was sourced throughout the year, enabling the Hospice to continue to provide care to more patients than had been supported previously.
- A restructure of the nursing team took place, which resulted in efficiency savings, whilst maintaining the high levels of quality provision.
- The Family Support Team adopted innovative approaches to providing bereavement support by using digital technology and providing sessions in clients' gardens, when permissible.

Staffing

- a review of policies relating to human resources took place during the year. Relevant policies were revised and updated to reflect current legislation and best practice. A staff handbook was published.
- the Hospice is represented on the Hospices North East Regional HR Group.

During 2020/21 Tynedale Hospice at Home received only 7% of its income from the NHS, which is not guaranteed and is negotiated annually. The Trustees recognise more reliable and secure income streams are needed to ensure its services can be delivered to the local community. The expansion of our retail operations, introduction of a Hospice Lottery and raising the Hospice's profile across the community are crucial to the plan.

Care Services

Despite the challenging year the Care department has successfully continued to run all three services and has increased nursing support offered to patients nearing the end of life. We continued to provide safe care 'when and where it counts'. The safety of our patients, clients and staff has been a top priority during the pandemic. All nursing care staff, and active volunteer drivers have been COVID-19 tested weekly using Polymerase Chain Reaction (PCR) tests and offered additional Lateral Flow Device (LFD) Tests.

Overview of key metrics:

During 2020/21 we provided 2,868 hours of nursing care to 153 patients. 63 adults and 29 children were either referred or re-referred to the Family Support service and we received 17 new referrals for our transport service during this time.

Comparative statistics to previous year are shown below:

	2020/21	2019/20
New patient referrals	153	112
Hours of care provision	2868	3300
New referrals for transport	17	56
Family support adult referrals*	63	105
Family support child referrals*	29	68

*Includes new referrals and re-referrals to the service

All numbers are down from the previous year apart from the number of nursing referrals for end-of-life care (up by 36%). During the three lockdowns experienced many people chose to self-isolate and hospital appointments were cancelled. This impacted on the number of new referrals for the Volunteer Driver Service and Family Support Service. We had fewer requests for respite nursing care, this was probably a result of family members working from home and self-isolating.

During 20/21, 58% of the patients we supported died in their own home and 33% of patients had a Tynedale Hospice at Home nurse present at the time of death.

We provided nursing care to more patients in 2020/21 compared to the previous year. Eligibility criteria for our services (using a traffic light system) are reviewed regularly and, as a result, we now provide increased hours of respite care and have extended our service to offer support between the hours of 5pm and 10pm if requested.

The Head of Care Services in conjunction with the Care Team enhanced our links with community colleagues and Hospice Nurses now attend more community nursing team meetings, which has enhanced integrated care for patients in our catchment area. The NHS Locality Matron now attends the monthly integrated care meetings which has proved successful in keeping both parties up to date with changes in care delivery.

TYNEDALE HOSPICE AT HOME
(A company limited by guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

Achievements and performance (continued)

Nursing Care

The Head of Care Services is the Registered Manager for the Hospice and we are registered with the CQC to provide the following regulated activities:

- Treatment of disease, disorder, or injury
- Personal care

The Registered Manager has regularly met online with the CQC Engagement Officer over the past year. The Engagement Officer has been satisfied with how our nursing service has been delivered and the extra safety measures put in place by the Hospice.

Tynedale Hospice at Home employs a nursing team comprising of 12 Registered Nurses, 5 Hospice Support Workers, and one Senior Nurse responsible for ensuring the delivery of high-quality care. There are four Care Co-ordinators who are Registered Nurses, and their role is to co-ordinate care referrals and allocate appropriate staff for patient care.

Care is available to adults on the palliative care register who are patients of any of the GP practices within the West Northumberland locality of the Northumberland Clinical Commissioning Group (CCG). Care is primarily directed to those nearing the end of life and can be provided in their home or their place of residence. This end-of-life service is available on a 24 hour basis and all of our services are free of charge to those who need them.

The Senior Nurse for Quality has developed a robust audit strategy for quality assurance and monitors staff completion of mandatory training, thus ensuring all staff are 'fit for purpose'. As part of our service improvement strategy the findings from all audits are shared at the nurses' meetings and any actions required are implemented and documented.

Family Support Service

The Family Support Service is an active listening service, provided by trained professionals and volunteers. It is available to anyone who lives in our catchment area. Clients may be referred by the Primary Health Care Team, the Macmillan service, Oncology Service, or they may self-refer. We provide both pre and post bereavement support to adults, children, and young persons. The service is supported by a Senior Family Support Practitioner, two Family Support Practitioners and 17 volunteers.

Three year funding for one Family Support Practitioner was secured from the BBC Children in Need campaign and commenced in May 2018, this funding has now ended. During the last year we have had to modify how we provide face-to-face support. Over the year we had 365 contacts with clients via telephone, video link and Email. This is a dramatic increase from the previous year where only 9 contacts were made using these methods. A total of 107 face to face sessions were undertaken some of which were in clients' gardens (weather permitting!). Most volunteers continued to work throughout the pandemic to maintain this service and they provided 472 hours of their time to support adult clients. Throughout the year we provided support to 50 families, 69 children and 108 adults. These figures include ongoing support from the previous year and not just new referrals or re-referrals.

TYNEDALE HOSPICE AT HOME
(A company limited by guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

Achievements and performance (continued)

Hospital Transport Service

This service is operated by a team of volunteer drivers who use their own vehicles to drive clients to hospital appointments for treatment directly related to their life limiting condition. During the year they made 224 return journeys for appointments such as chemotherapy, radiotherapy, scans, and consultations. A total of 8,795 miles were driven, primarily to Freeman Road Hospital, the Royal Victoria Infirmary and Hexham General Hospital. Thirteen volunteers provided 408 hours of their time to ensure patients were able to attend appointments. Our volunteer drivers undertake weekly PCR testing and are equipped with PPE. They are also offered the opportunity to undertake LFD testing twice weekly.

Despite the challenging year the Care department has continued to develop services, the main achievements over 2020/21 are summarised below:

- We have maintained adequate staffing resources to provide services to those in need.
- We implemented a self-rostering system for the nursing team to maximise staff availability.
- We issued the nursing team with their own Samsung tablets for submitting patient reports, access to policies and minutes of meetings. This is the first step in our digitisation strategy scheduled for the forthcoming year.
- All the care databases have been revised to improve data collection.

Staffing and Volunteering

A restructure of the Nursing Team took place, which removed the Role of Senior Nurse: Training and Development, as the need for the post had been reduced during the previous year. The responsibilities for this post were transferred to the Senior Nurse: Development.

The affected staff member was redeployed to become the Senior Family Support Coordinator.

The post of Supporter Care Coordinator became redundant as duties associated with this post were dispersed among members of the Fundraising and Central Support Teams.

During 2020/21 a project was undertaken to streamline volunteer data recording and digitise all volunteer systems. The project has been successful and has resulted in the de-duping of a number of records, which were exaggerating volunteer numbers previously.

During the pandemic a number of volunteer roles were temporarily suspended, eg. when shops closed, and many of these volunteers made the decision not to return to their roles, due to their vulnerability to COVID-19. Additional volunteers were recruited and the hospice is now supported by 183 volunteers, who provided over 10,800 hours of support during the past year.

Fundraising and Publicity

We maximised opportunities to apply for emergency COVID-19 grants that successfully secured Trust and Foundation income in the first quarter of 2020/21.

The majority of our community and hospice-led events were cancelled or postponed in 2020/21 including the Great North Run and Great Wall of China Trek, both due to take place in September 2020. Fundraising was maximised where possible through virtual activities and direct mail. Our Lottery launch was brought forward to September 2020 to provide a new source of income. Promotion and growth will be a continued focus for 2021/22.

To maintain a high profile in the community and increase our social media engagement, the post of Community Engagement Officer was redeployed to the post of Communications and Marketing Officer. Key successes to the growth of our philanthropic income has been maintaining strong relationships with our supporters as we continue to provide care for local families. A redesigned Supporter Newsletter, increased presence on social media, and alternative digital fundraising events were key to maintaining strong links with our community.

We have maintained excellent corporate relationships with repeat sponsorship for our Raffle and Light up a Life campaigns. Our alternative virtual Light up a Life remembrance service was a key event in December 2020. Securing new corporate support enabled us to deliver an additional campaign in February 2021, 'Seeds of Hope'.

TYNEDALE HOSPICE AT HOME
(A company limited by guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

Achievements and performance (continued)

The campaign achieved high PR profile in the community including feature supplement in the local paper as well as exceeding income targets.

Retail

The closure of non-essential retail due to COVID-19 national restrictions in 2020/21 meant that our shops were able to trade for less than half of the year which had a significant impact on our retail income.

With support in-kind from local businesses, we utilised the opportunity of closing our Hexham shop to undertake a refurbishment in April / May 2020. Opening up the first floor space, provided a one-way system to aid social distancing, allowed us to create a new 'Vintage Room', updating the shop to bring it "on brand" with the Prudhoe shop that opened in 2019.

Due to the success in Hexham, we undertook a smaller refurbishment at our Ponteland Shop in August 2020, opening up the once divided shop and created a brighter more stylish space. We maximised the number of days we were able to trade in 2020 with support from our retail volunteers and Shop Managers, adjusting to new COVID-19 guidelines for accepting, handling and sorting donations of pre-loved goods.

A key success in retail in 2020/21 has been the significant growth of e-commerce. In June 2020, we redeployed our Community Fundraiser into e-retail to maximise online sales mainly through eBay. We formalised a new role of E-Commerce Co-ordinator in October 2020 due to its success.

Central Support

The Central Support team undertook a review of workflows and re-allocated responsibilities among the team, which resulted in increased capacity and efficiencies enabling the adoption of responsibilities from other teams. Additionally the team improved internal policies and procedures which ensured strengthened controls.

b. Investment policy and performance

All investments were liquidated at the start of the pandemic to minimise losses and release reserves in case of significant shortfalls in income generation. The Board has agreed to re-invest £200k and is in the process of actioning this.

TYNEDALE HOSPICE AT HOME
(A company limited by guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

Financial review

a. Going concern

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

b. Reserves policy

The Board of Trustees has considered the financial position of the Charity. They recognise that it is critically dependent on the support of the local community. The Trustees regularly review the financial risks of the Charity to ensure there are sufficient reserves to meet any risks that may occur. The Trustees consider the key risks to the financial stability of the Charity to be a significant reduction of income and the loss of the NHS contract. The Trustees consider the minimum level of free reserves to be 3 months of operational costs and to ensure continuity of service, at least 6 months operational costs should be maintained. At the 31 March 2021, free reserves of £518,990 (excluding designated funds) were held which is 40% of planned operational costs. The Trustees have designated approximately £150,000 of reserves to develop new services and open a new retail unit during the next financial year and beyond.

In year event - COVID-19

The global pandemic caused by COVID-19 had a significant impact on the Hospice throughout the entire financial year. The Hospice SMT and Trustees foresaw the inevitable "lockdown" and started planning in the preceding weeks.

Budget

The 2020/21 budget was immediately re-cast, reducing planned expenditure and expected income to accommodate the inevitable reduction in fundraising, as result of banning public gatherings and the potential impact of the pandemic on the UK economy. Trustees authorised the use of reserves, where required, to meet any deficits experienced as a result of COVID-19. The following was also actioned:

- All government funding available was accessed, including rates relief for our four shops and the Job Retention Scheme.
- As the value of stocks and shares plummeted, all of the Hospice's investments were liquidated to minimise any losses and ensure adequate reserves were available, should they be required. This decision was made at a time when there was no indication that the government would make any funding available to support charities/businesses during any lockdown period. The decision was taken after discussion between Trustees and CEO and was actioned using the Charity's Delegated Authority policy and procedures.
- A claim was submitted to our insurers in relation to lost retail income as a result of the pandemic. At the time of writing, the insurers had acknowledged liability for the claim, but had not indicated any sums to be paid.

In spite of the adverse effects on fundraising and retail income the Hospice was still able to generate a surplus.

Staffing

All staff were paid 100% of salaries throughout the year.

Staff were furloughed, i.e.

- those, whose duties were not essential in the short-term and/or
- could be undertaken by others whose capacity had been released due to a fall in the volume of work as a result of reduced activity across the Hospice.

Any volunteers and staff who were deemed to be in a "vulnerable" category, as defined by NHSE/PHE, were advised to cease any Hospice activities immediately. The relevant staff were furloughed and regular calls were made to all of our volunteers to ensure they were not socially isolated and to offer to complete shopping duties where required.

TYNEDALE HOSPICE AT HOME
(A company limited by guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

Staff returned to work, as lockdown measures eased and then returned to flexible furlough when re-introduced in December 2020.

All staff, when working, were encouraged to work from home where possible and were provided with the appropriate equipment and communications to enable them to operate safely and effectively.

The changes experienced were felt by all staff and access to wellbeing resources was referenced in regular communications to everyone during the past year.

Income Generation

Trust/grant funding, that became available due to COVID-19, was accessed to cover costs of care provision. An appeal was made to our supporters for funding to supplement losses we had, and would, encounter as a result of the reduction of public gatherings and the potential impact of COVID-19 on the UK economy. All Hospice retail units ceased trading with effect from 19 March 2020.

The shops re-opened in June, but had to close again in December.

Care

The Nursing Team was able to provide care and support throughout the year, thanks to the regular supplies of Personal Protective Equipment (PPE) from NHS England (NHSE).

The Family Support service staff and volunteers adapted the methods for providing bereavement support, using digital methods rather than meeting clients face to face.

The Transport service continued to function with significant reductions in demand, as hospital appointments were cancelled to reduce the risk of infection to patients.

c. Financial review

The Hospice started the year in a strong cash position as a result of a strong fundraising and retail performance during the previous year.

A surplus of £85,975 was generated during 2020/21, which greatly exceeded budgeted expectations thanks to:

- effectively managing costs throughout the year
- outstanding performance of the Fundraising and Retail teams who exceeded expectations throughout the year
- access to COVID-19 related government funding, including contributions from NHSE to the Hospice for maintaining the availability of nursing support throughout the pandemic.

Structure, governance and management

a. Constitution

Tynedale Hospice at Home is a company limited by guarantee, and a registered charity governed by its Memorandum and Articles of Association dated 10th November 1993 and amended by special resolution dated 28th January 2020. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

TYNEDALE HOSPICE AT HOME
(A company limited by guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

Structure, governance and management (continued)

b. Methods of appointment or election of Trustees

The directors of the company are also charity trustees for the purposes of charity law, and under the company's Articles are known as members of the Management Committee. Under the requirements of the Memorandum and Articles of Association, the members of the Management Committee are elected to serve for a period of three years after which they must be re elected at the next Annual General Meeting.

The Management Committee membership comprises a mix of traditional business, professional and medical skills.

c. Organisational structure and decision-making

The Board of Trustees meets bi-monthly and is responsible for governance and oversight of Charity operations. There are four committees with clear terms of reference and delegated powers:

- Care
- Finance
- Community
- Governance

The Chief Executive Officer and relevant Head of Department are invited to attend all meetings and are responsible for ensuring that decisions made by the Board are carried out.

d. Policies adopted for the induction and training of Trustees

A recruitment process commenced in February 2021 for 3 new Trustees. The induction and training will be updated, as the new Trustees are recruited, but will include new trustees receiving a copy of the Tynedale Hospice at Home service user guide together with the Statement of Purpose and set of the latest published accounts. New trustees will be invited to attend a series of induction meetings, led by the Chair of the Management Committee. The meetings will deliver operational information via presentations by senior staff and the Chief Executive Officer. Strategic governance issues will be supported by presentations from legal, financial and investment consultants. Further guidance will be provided by the Charity Commission document titled 'The Essential Trustee: What you need to know', together with the Help the Hospices 'The Trustee Induction Pack' and the 'Twenty Minute Guide' to being a Hospice Trustee'.

The Chair and all Trustees are invited to attend local and national conferences.

e. Risk management

The Trustees review a strategic register of the main risks which the Charity faces. The risk register is regularly reviewed in meetings between the CEO and Department Heads, Committees and at Board level. The Charity purchased, as it is within its remit through powers granted by the Charity Act, insurance for the Board of Trustees and employees during the year. This included an amount to indemnify them against liabilities arising in the course of the performance of their duties provided the liability does not arise from fraud, wrong doing or wilful neglect or default on the part of the Board of Trustees and employees.

TYNEDALE HOSPICE AT HOME
(A company limited by guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

Plans for future periods

Our three year strategic plan (2019-2022) has been developed to help us achieve our vision:
“Tynedale Hospice at Home will ensure that everyone in our community has access to the resources and care they need to reduce the distress caused by life limiting illness and sudden death. Our services will be maintained at an outstanding level and funded by a combination of community support and statutory funding”

The strategic plan identifies proposed goals, objectives and milestones from April 2019 until March 2022.

The strategic plan has been developed through consultation with staff, volunteers, stakeholders and partners who contributed to goals and objectives that were approved by Trustees. It has been separated into 4 key areas:

- People at our core: patients, clients, supporters and staff.
- Outstanding services: provide an outstanding experience in all that we do.
- Provide more support to more people: provide the most holistic service possible.
- Grow our reputation: ensure everyone in our community knows who we are and what we do.

Statement of Trustees' responsibilities

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

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) 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 the Charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Charity's transactions and 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 hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Disclosure of information to auditors

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

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

TYNEDALE HOSPICE AT HOME
(A company limited by guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

Auditors

Under the rules of good governance, the Trustees will appoint new auditors to undertake the audit of the Hospice's financial statements for the year ended 31 March 2022. The Trustees would like to thank Armstrong Watson Audit Limited for their guidance and support over their tenure in office. The Trustees will propose a motion to appoint new auditors at a meeting of the Trustees.

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

Approved by order of the members of the board of Trustees and signed on their behalf by:

.....
Mr J Harrison
Chair

Date:

TYNEDALE HOSPICE AT HOME
(A company limited by guarantee)

INDEPENDENT AUDITORS' REPORT TO THE TRUSTEES OF TYNEDALE HOSPICE AT HOME

Opinion

We have audited the financial statements of Tynedale Hospice at Home (the 'charitable company') for the year ended 31 March 2021 which comprise the Statement of financial activities, the Balance sheet, the Statement of cash flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including 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 charitable company's affairs as at 31 March 2021 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 Charities Act 2011.

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 charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council'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

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 significant doubt on the 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.

TYNEDALE HOSPICE AT HOME
(A company limited by guarantee)

INDEPENDENT AUDITORS' REPORT TO THE TRUSTEES OF TYNEDALE HOSPICE AT HOME
(CONTINUED)

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 Auditors' report thereon. Our opinion on the financial statements does not cover the other information and 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.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the Trustees' report is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the Trustees' responsibilities statement, the Trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, 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 charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

TYNEDALE HOSPICE AT HOME
(A company limited by guarantee)

INDEPENDENT AUDITORS' REPORT TO THE TRUSTEES OF TYNEDALE HOSPICE AT HOME
(CONTINUED)

Auditors' responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

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 Auditors' 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.

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:

Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- the engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations;
- we identified the laws and regulations applicable to the company through discussions with directors and other management, and from our commercial knowledge and experience of the computer component manufacturing and supply sector;
- we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and inspecting legal correspondence; and
- identified laws and regulations were communicated within the audit team regularly and the team remained alert to instances of non-compliance throughout the audit.

We assessed the susceptibility of the company's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud; and
- considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations.

To address the risk of fraud through management bias and override of controls, we:

- performed analytical procedures to identify any unusual or unexpected relationships;
- tested journal entries to identify unusual transactions;
- assessed whether judgements and assumptions made in determining the accounting estimates were indicative of potential bias; and
- investigated the rationale behind significant or unusual transactions.

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

- agreeing financial statement disclosures to underlying supporting documentation;

TYNEDALE HOSPICE AT HOME
(A company limited by guarantee)

INDEPENDENT AUDITORS' REPORT TO THE TRUSTEES OF TYNEDALE HOSPICE AT HOME
(CONTINUED)

- enquiring of management as to actual and potential litigation and claims; and

There are inherent limitations in our audit procedures described above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the directors and other management and the inspection of regulatory and legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment or 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 Auditors' report.

Use of our report

This report is made solely to the charitable company's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charitable company's trustees those matters we are required to state to them in an Auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the trustees for our audit work, for this report, or for the opinions we have formed.

Armstrong Watson Audit Limited
Chartered Accountants & Statutory Auditors

Hexham

Date:

Armstrong Watson Audit Limited are eligible to act as auditors in terms of section 1212 of the Companies Act 2006.

TYNEDALE HOSPICE AT HOME
(A company limited by guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2021**

	Note	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Income from:					
Donations and legacies:	3				
Donations and legacies		230,382	-	230,382	534,025
Grants		58,867	75,249	134,116	151,130
Charitable activities	4	-	97,471	97,471	119,137
Other trading activities	5	273,940	-	273,940	510,302
Investments	6	3,053	-	3,053	17,975
Other income	7	95,648	182,196	277,844	-
		<u>661,890</u>	<u>354,916</u>	<u>1,016,806</u>	<u>1,332,569</u>
Expenditure on:					
Raising funds		518,998	-	518,998	548,463
Charitable activities	8	69,657	342,176	411,833	452,428
		<u>588,655</u>	<u>342,176</u>	<u>930,831</u>	<u>1,000,891</u>
Net income before net losses on investments					
		73,235	12,740	85,975	331,678
Net losses on investments		-	-	-	(61,609)
		<u>73,235</u>	<u>12,740</u>	<u>85,975</u>	<u>270,069</u>
Net movement in funds					
Reconciliation of funds:					
Total funds brought forward		858,266	2,455	860,721	590,652
Net movement in funds		73,235	12,740	85,975	270,069
		<u>931,501</u>	<u>15,195</u>	<u>946,696</u>	<u>860,721</u>
Total funds carried forward					

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

The notes on pages 20 to 43 form part of these financial statements.

TYNEDALE HOSPICE AT HOME
(A company limited by guarantee)
REGISTERED NUMBER: 02870776

BALANCE SHEET
AS AT 31 MARCH 2021

	Note	2021 £	2020 £
Fixed assets			
Intangible assets	13	-	940
Tangible assets	14	18,534	17,868
		18,534	18,808
Current assets			
Debtors	15	52,616	103,500
Investments	16	-	454,138
Cash at bank and in hand		947,280	379,226
		999,896	936,864
Creditors: amounts falling due within one year	17	(71,734)	(94,951)
		928,162	841,913
Net current assets		928,162	841,913
Total assets less current liabilities		946,696	860,721
Net assets excluding pension asset		946,696	860,721
Total net assets		946,696	860,721

TYNEDALE HOSPICE AT HOME
(A company limited by guarantee)
REGISTERED NUMBER: 02870776

BALANCE SHEET (CONTINUED)
AS AT 31 MARCH 2021

	Note	2021 £	2020 £
Charity funds			
Restricted funds	18	15,195	2,455
Unrestricted funds	18	931,501	858,266
Total funds		<u>946,696</u>	<u>860,721</u>

The entity was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the entity to obtain an audit for the year in question in accordance with section 476 of the Companies Act 2006.

However, an audit is required in accordance with section 144 of the Charities Act 2011.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

.....
Mr J Harrison
Chair

Date:

The notes on pages 20 to 43 form part of these financial statements.

TYNEDALE HOSPICE AT HOME
(A company limited by guarantee)

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2021

	2021	2020
	£	£
Cash flows from operating activities		
Net cash used in operating activities	121,843	284,419
	<hr/>	<hr/>
Cash flows from investing activities		
Dividends, interests and rents from investments	-	(14,962)
Purchase of tangible fixed assets	(7,927)	(3,452)
Proceeds from sale of investments	454,138	-
Purchase of investments	-	(169,950)
	<hr/>	<hr/>
Net cash provided by/(used in) investing activities	446,211	(188,364)
	<hr/>	<hr/>
Cash flows from financing activities		
	<hr/>	<hr/>
Net cash provided by financing activities	-	-
	<hr/>	<hr/>
Change in cash and cash equivalents in the year	568,054	96,055
Cash and cash equivalents at the beginning of the year	379,226	283,171
	<hr/>	<hr/>
Cash and cash equivalents at the end of the year	947,280	379,226
	<hr/> <hr/>	<hr/> <hr/>

The notes on pages 20 to 43 form part of these financial statements

TYNEDALE HOSPICE AT HOME
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

1. General information

Tynedale Hospice at Home is a charitable company registered in England and Wales. The address of its registered office and principal place of business is 1 Legion House, Beaufront Business Park, Hexham, Northumberland, NE46 4TU.

These financial statements have been presented in Pound Sterling as this is the currency of the primary economic environment in which the Charity operates.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - 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), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Tynedale Hospice at Home 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 policy.

2.2 Company status

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

TYNEDALE HOSPICE AT HOME
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

2. Accounting policies (continued)

2.3 Going concern

On 11 March 2020 the World Health Organisation declared Covid-19, a strain of coronavirus, a world pandemic. The UK government took the step to introduce restrictions on non-essential trade and social interactions.

Tynedale Hospice is a charity which provides end of life care to users. To ensure it has the resource to carry out its charitable objectives, it generates both trading and fundraising income via its charity shops and events which require the movement of people. The Government restrictions put in place inhibited the provision of care services, eg. all bereavement support was provided online. Additionally fundraising activities were significantly hampered as social gatherings were not permitted and the Hospice's shops also closed during the period, resulting in a substantial reduction in income.

The Senior Management team took measures to reduce non essential costs and preserve cash during this period. The Hospice utilised the Job Retention Scheme put in place by the UK government to recover 80% of salaries per furloughed employee. This allowed the charity to minimise the impact of reduced fundraising and trading salary costs in the absence of any income.

Care services were provided uninterrupted throughout the financial year thanks to PPE that was made available via the NHS and the adoption of additional measures, which ensured the safety of all employees who provided end of life care in the patient's home. Additional grant income was secured from both the NHS and other Trusts/Foundations to replace the lost trade and fundraising revenue. The charity also divested £300k of investments at the start of the lockdown period to ensure that there was enough liquidity to survive this period of lockdown.

The charity has net current assets of £928,162, and net assets of £946,696 at the year end, following a surplus in the year of £85,974. The charity does not rely on creditors for financial support and has adequate cash reserves to address any further shortfalls in income in the short term. The Trustees have prepared cashflow forecasts to show that this cash reserve will be sufficient to allow the charity to continue its service provision for a period of at least 12 months from signing the financial statements. As such, they believe the going concern basis to be appropriate for the year to 31 March 2021.

2.4 Fund accounting

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

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

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

Investment income, gains and losses are allocated to the appropriate fund.

TYNEDALE HOSPICE AT HOME
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

2. Accounting policies (continued)

2.5 Income

All income is recognised once the company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

For legacies, entitlement is taken as the earlier of the date on which either: the company is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust 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 company has been notified of the executor's intention to make a distribution. Where legacies have been notified to the company, or the company 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.

Shop income is recognised at point of sale.

Voluntary income is received by way of donations and fundraising activities, and is included in full in the Statement of Financial Activities when received.

Interest receivable is included when received.

Grants are included in the Statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects. Gifts donated for resale are included as income when they are sold.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

2.6 Other operating income

Other operating income includes income from all other operating activities which are not related to the principal activities of the charity, and is recognised on a receipts basis.

TYNEDALE HOSPICE AT HOME
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

2. Accounting policies (continued)

2.7 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities. Support costs are those costs incurred directly in support of expenditure on the objects of the company.

Costs of generating funds are costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds.

Charitable activities and governance costs are costs incurred on the company's charitable activities, including support costs and costs relating to the governance of the company apportioned to charitable activities.

All expenditure is inclusive of irrecoverable VAT.

2.8 Intangible assets and amortisation

Intangible assets capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Intangible assets are initially recognised at cost and are subsequently measured at cost net of amortisation and any provision for impairment.

Amortisation is provided on intangible assets at rates calculated to write off the cost of each asset on a straight-line basis over its expected useful life.

The estimated useful lives are as follows:

Amortisation is provided on the following basis:

Computer software	- 20 % Straight Line
-------------------	----------------------

TYNEDALE HOSPICE AT HOME
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

2. Accounting policies (continued)

2.9 Tangible fixed assets and depreciation

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of financial activities incorporating income and expenditure account.

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment.

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

Leasehold property improvements	-	10% straight line
Equipment	-	25% straight line
Fixtures and fittings	-	15% straight line

2.10 Investments

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance sheet date, unless fair value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and shown in the heading 'Gains/(losses) on investments' in the Statement of financial activities incorporating income and expenditure account.

2.11 Interest receivable

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

2.12 Operating leases

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

2.13 Debtors

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

2.14 Cash at bank and in hand

Cash at bank and 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.

TYNEDALE HOSPICE AT HOME
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

2. Accounting policies (continued)

2.15 Liabilities and provisions

Liabilities are recognised when there is an obligation at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised within interest payable and similar charges.

2.16 Financial instruments

The company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2.17 Taxation

The company is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it 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.

2.18 Pensions

The company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the company to the fund in respect of the year.

2.19 Government grants

Government grants relating to tangible fixed assets are treated as deferred income and released to the Statement of financial activities over the expected useful lives of the assets concerned. Other grants are credited to the Statement of financial activities as the related expenditure is incurred.

TYNEDALE HOSPICE AT HOME
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

3. Income from donations and legacies

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Donations and gifts in kind	216,305	-	216,305
Legacies	14,077	-	14,077
Grants	58,867	75,249	134,116
Government grants	-	-	-
	<u>289,249</u>	<u>75,249</u>	<u>364,498</u>
	<u><u>289,249</u></u>	<u><u>75,249</u></u>	<u><u>364,498</u></u>
	<i>Unrestricted funds 2020 £</i>	<i>Restricted funds 2020 £</i>	<i>Total funds 2020 £</i>
Donations and gifts in kind	214,414	-	214,414
Legacies	319,611	-	319,611
Grants	93,780	38,300	132,080
Government grants	-	19,050	19,050
	<u>627,805</u>	<u>57,350</u>	<u>685,155</u>
	<u><u>627,805</u></u>	<u><u>57,350</u></u>	<u><u>685,155</u></u>

In 2021 grants above £5k were generously received from the following funders:

Net Community Foundation
February Foundation
Barbour Foundation
Newcastle Building Society
The Albert Hunt Trust
Forsters Belford Trust

In 2020 we also received similar grants from

Willan Charitable Trust
Tynedale Lions
The Albert Hunt Trust
E C Graham Belfrod Trust
The Joicey Trust
True Potention LLP

TYNEDALE HOSPICE AT HOME
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

4. Income from charitable activities

	Restricted funds 2021 £	Total funds 2021 £
Nursing Care - Northumberland Care Trust	68,001	68,001
Family Support	29,470	29,470
	97,471	97,471
	97,471	97,471
	<i>Restricted funds 2020 £</i>	<i>Total funds 2020 £</i>
Nursing Care - Northumberland Care Trust	90,948	90,948
Family Support	28,189	28,189
	119,137	119,137
	119,137	119,137

TYNEDALE HOSPICE AT HOME
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

5. Income from other trading activities

Income from fundraising events

	Unrestricted funds 2021 £	Total funds 2021 £
Shop income	210,367	210,367
Fundraising events	63,573	63,573
	273,940	273,940
	273,940	273,940
	<i>Unrestricted funds 2020 £</i>	<i>Total funds 2020 £</i>
Shop income	364,931	364,931
Fundraising events	145,371	145,371
	510,302	510,302
	510,302	510,302

TYNEDALE HOSPICE AT HOME
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

6. Investment income

	Unrestricted funds 2021 £	Total funds 2021 £
Investment income	188	188
Bank interest receivable	2,865	2,865
Total 2021	3,053	3,053
	<i>Unrestricted funds 2020 £</i>	<i>Total funds 2020 £</i>
Investment income	16,430	16,430
Bank interest receivable	1,545	1,545
<i>Total 2020</i>	<i>17,975</i>	<i>17,975</i>

TYNEDALE HOSPICE AT HOME
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

7. Other incoming resources

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	<i>Total funds 2020 £</i>
NHSE/Hospice UK	-	182,196	182,196	-
COVID-19 Job Retention Scheme	51,806	-	51,806	-
COVID-19 Business Support	43,507	-	43,507	-
Other income	335	-	335	-
	<u>95,648</u>	<u>182,196</u>	<u>277,844</u>	<u>-</u>

8. Analysis of expenditure on charitable activities

Summary by fund type

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Nursing Care	(3,951)	272,646	268,695
Family Support	48,817	68,030	116,847
Patient Transport	24,791	1,500	26,291
Total 2021	<u>69,657</u>	<u>342,176</u>	<u>411,833</u>
	<i>Unrestricted funds 2020 £</i>	<i>Restricted funds 2020 £</i>	<i>Total funds 2020 £</i>
Nursing Care	172,243	113,948	286,191
Family Support	80,809	44,412	125,221
Patient Transport	37,838	3,178	41,016
<i>Total 2020</i>	<u>290,890</u>	<u>161,538</u>	<u>452,428</u>

TYNEDALE HOSPICE AT HOME
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

8. Analysis of expenditure on charitable activities (continued)

Summary by expenditure type

	Staff costs 2021 £	Depreciation 2021 £	Other costs 2021 £	Total funds 2021 £
Nursing Care	210,845	1,934	55,916	268,695
Family Support	92,267	1,202	23,378	116,847
Patient Transport	17,297	123	8,871	26,292
Total 2021	320,409	3,259	88,165	411,833

	Staff costs 2020 £	Depreciation 2020 £	Other costs 2020 £	Total funds 2020 £
Nursing Care	223,992	2,454	59,745	286,191
Family Support	101,226	1,390	22,605	125,221
Patient Transport	18,343	136	22,537	41,015
<i>Total 2020</i>	<i>343,561</i>	<i>3,980</i>	<i>104,887</i>	<i>452,428</i>

9. Analysis of expenditure by activities

	Direct costs 2021 £	Support costs 2021 £	Total funds 2021 £
Nursing Care	167,635	101,059	268,694
Family Support	72,374	44,473	116,847
Patient Transport	17,701	8,591	26,292
	257,710	154,123	411,833

TYNEDALE HOSPICE AT HOME
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

9. Analysis of expenditure by activities (continued)

	<i>Direct costs</i> 2020 £	<i>Support costs</i> 2020 £	<i>Total funds</i> 2020 £
Nursing Care	176,497	109,695	286,192
Family Support	76,643	48,578	125,221
Patient Transport	32,352	8,663	41,015
	<u>285,492</u>	<u>166,936</u>	<u>452,428</u>

Analysis of support costs

	Nursing Care 2021 £	Family Support 2021 £	Patient Transport 2021 £	Total funds 2021 £
Staff costs	63,849	44,473	8,591	116,913
Depreciation	1,934	-	-	1,934
Other Costs	35,276	-	-	35,276
	<u>101,059</u>	<u>44,473</u>	<u>8,591</u>	<u>154,123</u>

	<i>Nursing Care</i> 2020 £	<i>Family Support</i> 2020 £	<i>Patient Transport</i> 2020 £	<i>Total funds</i> 2020 £
Staff costs	61,264	48,578	8,663	118,505
Depreciation	2,454	-	-	2,454
Other Costs	45,977	-	-	45,977
	<u>109,695</u>	<u>48,578</u>	<u>8,663</u>	<u>166,936</u>

TYNEDALE HOSPICE AT HOME
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

10. Auditors' remuneration

	2021	<i>2020</i>
	£	£
Fees payable to the charity's auditor for the audit of the charity's annual accounts	5,280	5,500
Fees payable to the Charity's auditor in respect of:		
All taxation advisory services not included above	385	375
All non-audit services not included above	1,545	4,550
	5,210	<i>10,425</i>

11. Staff costs

	2021	<i>2020</i>
	£	£
Wages and salaries	565,301	591,303
Social security costs	37,987	40,181
Contribution to defined contribution pension schemes	9,642	12,879
	612,930	<i>644,363</i>

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

	2021	<i>2020</i>
	No.	No.
Retail, fundraising and administrative staff	15	17
Family support staff	4	5
Nursing staff	20	23
	39	<i>45</i>

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

Remuneration and benefits received by key management personnel amounted to wages and salaries of £97,073 (2020 - £150,279) and pension contributions of £1,300 (2020 - £1,806).

12. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2020 - £NIL).

During the year ended 31 March 2021, no Trustee expenses have been incurred (2020 - £NIL).

TYNEDALE HOSPICE AT HOME
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

13. Intangible assets

	Software £
Cost	
At 1 April 2020	7,050
At 31 March 2021	<u>7,050</u>
Amortisation	
At 1 April 2020	6,110
Charge for the year	940
At 31 March 2021	<u>7,050</u>
Net book value	
At 31 March 2021	<u>-</u>
<i>At 31 March 2020</i>	<u><u>940</u></u>

The intangible assets relates to software purchased by the charity. The Trustees have deemed the useful life of this software to be 5 years, and as such this is the period of amortisation per the accounting policy.

TYNEDALE HOSPICE AT HOME
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

14. Tangible fixed assets

	Leasehold property improvements £	Plant and machinery £	Fixtures and fittings £	Total £
Cost or valuation				
At 1 April 2020	22,007	27,337	65,237	114,581
Additions	7,157	-	770	7,927
At 31 March 2021	<u>29,164</u>	<u>27,337</u>	<u>66,007</u>	<u>122,508</u>
Depreciation				
At 1 April 2020	17,881	23,477	55,355	96,713
Charge for the year	1,588	2,844	2,829	7,261
At 31 March 2021	<u>19,469</u>	<u>26,321</u>	<u>58,184</u>	<u>103,974</u>
Net book value				
At 31 March 2021	<u>9,695</u>	<u>1,016</u>	<u>7,823</u>	<u>18,534</u>
At 31 March 2020	<u>4,126</u>	<u>3,860</u>	<u>9,882</u>	<u>17,868</u>

15. Debtors

	2021 £	2020 £
Due within one year		
Other debtors	7,873	9,846
Prepayments and accrued income	44,743	93,654
	<u>52,616</u>	<u>103,500</u>

16. Current asset investments

	2021 £	2020 £
Investments	-	454,138
	<u>-</u>	<u>454,138</u>

TYNEDALE HOSPICE AT HOME
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

17. Creditors: Amounts falling due within one year

	2021	2020
	£	£
Trade creditors	1,740	15,389
Other taxation and social security	10,886	11,554
Accruals and deferred income	59,108	68,008
	71,734	94,951
	71,734	94,951
	2021	2020
	£	£
Deferred income at 1 April 2020	17,244	-
Resources deferred during the year	6,457	17,244
Amounts released from previous periods	(17,244)	-
	6,457	17,244
	6,457	17,244

TYNEDALE HOSPICE AT HOME
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

18. Statement of funds

Statement of funds - current year

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2021 £
Unrestricted funds					
Designated funds					
Dorothy Moore Legacy	244,247	-	-	-	244,247
Business Rate Support Grant	55,000	-	-	(55,000)	-
Retail and business strategy	150,000	-	-	-	150,000
	<u>449,247</u>	<u>-</u>	<u>-</u>	<u>(55,000)</u>	<u>394,247</u>
General funds					
General Funds	409,019	661,890	(588,655)	55,000	537,254
	<u>409,019</u>	<u>661,890</u>	<u>(588,655)</u>	<u>55,000</u>	<u>537,254</u>
Total Unrestricted funds	<u>858,266</u>	<u>661,890</u>	<u>(588,655)</u>	<u>-</u>	<u>931,501</u>
Restricted funds					
The Rainbow Project	30	-	-	-	30
EC Graham - Belford Trust	1,425	-	-	-	1,425
Wellesley Trust	-	8,000	(8,000)	-	-
Hexham Town Council	-	1,500	(1,500)	-	-
Percy Hedley Charitable Trust	-	500	(500)	-	-
Jules Thorn Trust	-	5,000	(5,000)	-	-
Postcode Lottery	-	20,000	(8,400)	-	11,600
Parish Council Donations	-	1,750	(1,750)	-	-
Freemasons of Northumberland	-	5,000	(5,000)	-	-
Souter Charitable Trust	-	3,000	(3,000)	-	-
Masonic Trust	-	500	(500)	-	-
Freemasons Grand Charity	-	5,000	(5,000)	-	-
JGW Pattison Foundation	-	15,000	(15,000)	-	-
Vardy Foundation	-	10,000	(10,000)	-	-
Other Restricted Funds	1,000	-	-	-	1,000
Children in Need	-	29,470	(28,330)	-	1,140
NHSE/Hospice UK	-	182,196	(182,196)	-	-
NHS Palliative Care	-	68,000	(68,000)	-	-
	<u>2,455</u>	<u>354,916</u>	<u>(342,176)</u>	<u>-</u>	<u>15,195</u>

TYNEDALE HOSPICE AT HOME
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

18. Statement of funds (continued)

Total of funds	<i>860,721</i>	<i>1,016,806</i>	<i>(930,831)</i>	-	<i>946,696</i>
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Designated funds

The Trustees have designated the assets received from the Dorothy Moore Legacy towards the future strategic developments of the charity. In the current year some of the reserves will be expended to fund a planned retail expansion and the post of a Community Engagement Officer for an initial year. The Trustees have designated £150,000 from the Legacy fund towards future retail and service provision opportunities.

Restricted funds

The Rainbow Project - donations received in the year towards the Children's Bereavement Service (Rainbow Project).

EC Graham - The Belford Trust - a donation towards resources to enhance the work of the Children's Bereavement Service (Rainbow Project).

Wellesley Trust - a grant towards family support.

Hexham Town Council - a grant towards transport services.

Jules Thorn Trust - grants towards nursing costs.

Children In Need - a grant towards our family support and bereavement services.

J G W Pattinson - a donation towards our family support service.

Percy Hedley Foundation - a donation towards nursing costs.

Parish council donations - donations towards the family support service.

Postcode Lottery - a grant received towards our Children's Support service.

Freemasons of Northumberland - a grant towards nursing costs.

Souter Charitable Trust - a grant received towards our Children's Support service.

Masonic Trust - a grant towards nursing costs.

Freemasons Grand Charity - Ta grant towards family support.

NHS Palliative Care - a grant towards our nursing care services.

NHSE/Hospice UK - awarded funding to allow the Hospice to make available bed capacity and community support from April 2020 to July 2020 to provide support to people with complex needs in the context of the COVID-19 situation and to provide bed capacity and community support from November 2020 to March 2021 for the same purpose

TYNEDALE HOSPICE AT HOME
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

18. Statement of funds (continued)

Statement of funds - prior year

	<i>Balance at 1 April 2019</i>	<i>As restated Income</i>	<i>As restated Expenditure</i>	<i>Transfers in/out</i>	<i>Gains/ (Losses)</i>	<i>Balance at 31 March 2020</i>
	£	£	£	£	£	£
Unrestricted funds						
Designated funds						
Dorothy Moore Legacy	440,860	-	(46,613)	(150,000)	-	244,247
Business Rate Support Grant	-	55,000	-	-	-	55,000
Retail and business strategy	-	-	-	150,000	-	150,000
	<u>440,860</u>	<u>55,000</u>	<u>(46,613)</u>	<u>-</u>	<u>-</u>	<u>449,247</u>
General funds						
General Funds	123,337	1,101,082	(753,791)	-	(61,609)	409,019
Total Unrestricted funds	<u>564,197</u>	<u>1,156,082</u>	<u>(800,404)</u>	<u>-</u>	<u>(61,609)</u>	<u>858,266</u>

TYNEDALE HOSPICE AT HOME
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

18. Statement of funds (continued)

Restricted funds

The Rainbow Project	30	-	-	-	-	30
EC Graham - Belford Trust	1,425	-	-	-	-	1,425
Wellesley Trust	25,000	-	(25,000)	-	-	-
Hexham Town Council	-	5,000	(5,000)	-	-	-
Percy Hedley Charitable Trust	-	500	(500)	-	-	-
Jules Thorn Trust	-	3,000	(3,000)	-	-	-
Postcode Lottery	-	3,000	(3,000)	-	-	-
Parish Council Donations	-	2,420	(2,420)	-	-	-
Community Foundation	-	2,500	(2,500)	-	-	-
Hays Travel Foundation	-	5,000	(5,000)	-	-	-
The Lyn Foundation	-	750	(750)	-	-	-
Smith (Haltwhistle and District) Charitable Trust	-	300	(300)	-	-	-
Sir James Knot Trust	-	5,000	(5,000)	-	-	-
Ray Wind Farm	-	7,500	(7,500)	-	-	-
JGW Pattison	-	15,000	(15,000)	-	-	-
Children in Need	-	28,189	(28,189)	-	-	-
The William Leech Charity	-	2,000	(2,000)	-	-	-
The Rothley Trust	-	1,500	(1,500)	-	-	-
Other Restricted Funds	-	1,500	(500)	-	-	1,000
RTC	-	2,380	(2,380)	-	-	-
NHS Palliative Care	-	90,948	(90,948)	-	-	-
	<u>26,455</u>	<u>176,487</u>	<u>(200,487)</u>	<u>-</u>	<u>-</u>	<u>2,455</u>
Total of funds	<u><u>590,652</u></u>	<u><u>1,332,569</u></u>	<u><u>(1,000,891)</u></u>	<u><u>-</u></u>	<u><u>(61,609)</u></u>	<u><u>860,721</u></u>

TYNEDALE HOSPICE AT HOME
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

19. Summary of funds

Summary of funds - current year

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2021 £
Designated funds	449,247	-	-	(55,000)	394,247
General funds	409,019	661,890	(588,655)	55,000	537,254
Restricted funds	2,455	354,916	(342,176)	-	15,195
	<u>860,721</u>	<u>1,016,806</u>	<u>(930,831)</u>	<u>-</u>	<u>946,696</u>

Summary of funds - prior year

	<i>Balance at 1 April 2019 £</i>	<i>As restated Income £</i>	<i>As restated Expenditure £</i>	<i>Transfers in/out £</i>	<i>Gains/ (Losses) £</i>	<i>Balance at 31 March 2020 £</i>
Designated funds	440,860	55,000	(46,613)	-	-	449,247
General funds	123,337	1,101,082	(753,791)	-	(61,609)	409,019
Restricted funds	26,455	176,487	(200,487)	-	-	2,455
	<u>590,652</u>	<u>1,332,569</u>	<u>(1,000,891)</u>	<u>-</u>	<u>(61,609)</u>	<u>860,721</u>

20. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Tangible fixed assets	18,264	270	18,534
Current assets	973,180	26,716	999,896
Creditors due within one year	(59,943)	(11,791)	(71,734)
Total	<u>931,501</u>	<u>15,195</u>	<u>946,696</u>

TYNEDALE HOSPICE AT HOME
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

20. Analysis of net assets between funds (continued)

Analysis of net assets between funds - prior year

	<i>Unrestricted funds 2020 £</i>	<i>Restricted funds 2020 £</i>	<i>Total funds 2020 £</i>
Tangible fixed assets	17,052	816	17,868
Intangible fixed assets	940	-	940
Current assets	935,225	1,639	936,864
Creditors due within one year	(94,951)	-	(94,951)
Total	<u><u>858,266</u></u>	<u><u>2,455</u></u>	<u><u>860,721</u></u>

21. Reconciliation of net movement in funds to net cash flow from operating activities

	2021 £	2020 £
Net income for the year (as per Statement of Financial Activities)	85,975	270,069
Adjustments for:		
Depreciation charges	7,261	7,830
Amortisation charges	940	1,410
(Gains)/losses on investments	-	61,609
Dividends, interests and rents from investments	-	4,065
Decrease/(increase) in debtors	50,884	(83,414)
Increase/(decrease) in creditors	(11,615)	22,850
Net cash provided by operating activities	<u><u>133,445</u></u>	<u><u>284,419</u></u>

22. Analysis of cash and cash equivalents

	2021 £	2020 £
Cash in hand	947,280	379,226
Total cash and cash equivalents	<u><u>947,280</u></u>	<u><u>379,226</u></u>

TYNEDALE HOSPICE AT HOME
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

23. Analysis of changes in net debt

	At 1 April 2020	Cash flows	At 31 March 2021
	£	£	£
Cash at bank and in hand	379,226	568,054	947,280
Liquid investments	454,138	(454,138)	-
	<u>833,364</u>	<u>113,916</u>	<u>947,280</u>

24. Pension commitments

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. The pension cost charge represents contributions payable by the company to the fund and amounted to £9,642 (2020 - £12,879). There were contributions included in creditors at the balance sheet date of £nil (2020 - £nil).

25. Operating lease commitments

At 31 March 2021 the Charity had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2021	2020
	£	£
Land and buildings		
Not later than 1 year	79,839	79,839
Later than 1 year and not later than 5 years	173,106	71,784
Later than 5 years	19,226	-
	<u>272,171</u>	<u>151,623</u>
Other		
Not later than 1 year	7,142	13,685
Later than 1 year and not later than 5 years	9,788	8,654
	<u>16,930</u>	<u>22,339</u>
	<u>289,101</u>	<u>173,962</u>

26. Related party transactions

During the year the charity received a donation of £nil (2020: £2,380) from RTC North Limited, a company in which a Trustee holds a directorship.

Trustees supported the charity through donations and participation in fundraising efforts totalling £3,417 (2020: £2,403) but no expenses were paid to the Trustees in the year.

