

REGISTERED COMPANY NUMBER: 03115262 (England and Wales)
REGISTERED CHARITY NUMBER: 1060570

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023
FOR
HOSPICE INCOME GENERATION NETWORK
LIMITED

Blue Swift Accountants Limited
37 Riverside House
River Lawn Road
Tonbridge
Kent
TN9 1EP

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

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for the Year Ended 31 DECEMBER 2023**

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**HOSPICE INCOME GENERATION NETWORK
LIMITED (REGISTERED NUMBER: 03115262)**

**REPORT OF THE TRUSTEES
for the Year Ended 31 DECEMBER 2023**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 December 2023. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

REFERENCE AND ADMINISTRATIVE DETAILS

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Registered Charity number

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Registered office

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**HOSPICE INCOME GENERATION NETWORK
LIMITED (REGISTERED NUMBER: 03115262)**

**REPORT OF THE TRUSTEES
for the Year Ended 31 DECEMBER 2023**

**Trustees
HOSPICE INCOME GENERATION NETWORK LIMITED**

REPORT AND FINANCIAL STATEMENTS - 31 December 2023

LEGAL AND ADMINISTRATIVE DETAILS

Trustees at date of signing

T Nightingale (Interim Chair)

R Ketola (Vice Chair)

T Abbott

A Adu

S Cox

D McFadden

L Pink

J Brady

Company secretary T Nightingale

Company Number 3115262

Charity Number 1060570

Registered Office

Marlbridge House

Enterprise Way

Edenbridge

Kent

TN8 6HF

Bankers Santander UK PLC

Bridle Road

Bootle

Merseyside

L30 4GB

The Trustees present their report and the financial statements for the year ended 31 December 2023.

1. Legal and administrative

The charity is a company limited by guarantee. It is governed by its Memorandum and Articles of Association.

2. Trustees

The following were Trustees of the company during the year:

Christine Davies (Chair) (resigned March 2023)

Teresa Nightingale (Interim Chair from September 2023)

Veronica McBain (Chair March 23 to September 23) (resigned September 23)

Rachel Ketola (Vice Chair from October 23)

**HOSPICE INCOME GENERATION NETWORK
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**REPORT OF THE TRUSTEES
for the Year Ended 31 DECEMBER 2023**

Thomas Abbott
Augusta Adu
John Brady
Kathryn Brown (resigned September 2023)
Stephanie Cox
Keeley Harrison (resigned March 2023)
David McFadden
Lorraine Pink
Matthew Smith (resigned March 23)
Amelia Chambers (resigned September 2023)

The Trustees form the Board.

3. Charitable Objects, Mission and Aims

The company's principal objects and mission as set out in its memorandum and articles are:

to advance the education and training of fundraisers in independent and NHS hospices
to maintain and improve professional standards of hospice fundraising
to support the work of hospices

In furtherance of this mission, to enable hospice fundraisers to:

Receive support and enhance their role within the hospice movement thereby improving standards and efficiency of fundraising so that cost effective income is raised and publicity developed to support patient care
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4. Review of performance, impact and future plans

Performance

In keeping with our mission to train hospice fundraisers Trustees, held our virtual conference between 14 to 16 March retaining our variable cost structure. We aim to keep our costs low to attract and train as many delegates as possible. Our 2023 Conference was an outstanding success with 1,288 delegates (1,330 in 2022) from 121 hospices (122 in 2022) attending. We put on 47 workshops, 5 plenary sessions and 3 wellbeing sessions. The conference was supported by 3 Platinum Partners.

We also held 3 in-person Regional Development Days during the year in the South East and South West regions which were all well attended. These were free to our hospice members.

Online training and networking events were held throughout the year. These have been well attended and provided the opportunity for our members to learn from each other and connect with each other in a safe space.

We have promoted membership to all UK Hospices and by the end of the year we had 184 hospice members an increase of 5 compared to the previous year 179 hospice members.

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**REPORT OF THE TRUSTEES
for the Year Ended 31 DECEMBER 2023**

During 2023, we organised 16 online training sessions for members covering a broad range of income generation topics, including: Christmas tree recycling, crowdfunding, events fundraising, legacies, retail marketing, individual giving, and practical spreadsheet training for KPI tracking and reporting. 637 members registered to attend these events, with a further 99 playback views of sessions that were recorded, bringing the total to 733.

Three Regional Development Days took place in 2023 and were attended by 68 delegates and covered topics such as Event Fundraising, Corporate Fundraising and Legacy and In-Memory fundraising.

Future plans

Virtual training continues to be the main forces for the delivery of our development programme. The members will be consulted on the topics they wish to see on the programme for 2024.

The board took the decision in July 2023 to plan another virtual conference in March 2024 after balancing the risk of an expensive hotel contract and hospices telling us that more of their teams can attend our conference with it being virtual and more cost-effective to sign up to.

The board have also discussed the continuation of our regional development days due to the events being well attended during the year. A number of dates will be organised in 2024.

5. Review of financial position

In total the company had income of £66,443 (against £63,143 in 2022). Expenditure totalled £34,440 (against £43,349 in 2022) resulting in a surplus of £26,372.

6. Reserves policy

The company's reserves are held at a level which, in the opinion of the Trustees is sufficient to ensure the company's future development, and to take into account possible future fluctuations of income and expenditure. The company has a policy of maintaining its free reserves at approximately six months of forward expenditure. The current level of free reserves represents approximately seven months of forward expenditure.

At 31 December 2023, unrestricted reserves amounted to £119,359 (against £87,355 in 2022) of which £119,359 (against £87,355 in 2022) were free reserves.

The level of free reserves is reviewed on an ongoing basis.

7. Fundraising practices statement

The Hospice Income Generation Network did not undertake any public fundraising activity nor employ any staff with a specific remit for public fundraising during 2023.

Our members agree to abide by our Code of Conduct and the Code of Fundraising Practice.

The company is registered with the Fundraising Regulator and the Information Commissioners Office. We have policies in place to govern our practices and activities. Reports are filed in accordance with regulations set out by Companies House and the Charity Commission.

8. Risks policy

The Trustees have examined the risks to which the association is exposed, in particular those related to the on-going operations and finances and are satisfied that systems are in place to mitigate our major risks.

**HOSPICE INCOME GENERATION NETWORK
LIMITED (REGISTERED NUMBER: 03115262)**

**REPORT OF THE TRUSTEES
for the Year Ended 31 DECEMBER 2023**

9. Auditors

The charity is not required to prepare audited accounts.

10. Structure, Governance and Management

The charity was incorporated on 18th October 1997 and amended by Resolution dated 14th February 1997. It is governed by its Memorandum and Articles of Association. It is a registered charity with the Charity Commission and a company limited by guarantee with the Trustees as company directors.

The Memorandum and Articles of Association pre-dates company law and so in 2021 the Trustees instructed a solicitor to enable the revision of these Articles. We engaged with Wrigley's in Leeds who impressed Trustees with their experience and took time to fully understand the organisation and our needs. This work was completed in 2022, approved by Trustees and revised Articles were lodged with the Charity Commission.

Appointment of Trustees

As part of the revised Articles of Association membership of the board now encompasses a minimum of one member from each region plus additional Trustees with specific skillsets that meets the current needs of the organisation.

The Trustees reviewed the appointment process and length of service of Trustees and changes were approved in the New Articles of Association which came into force following the 2022 AGM. Trustees now serve 3-year terms with a maximum of 3 terms. Given the length of service of the existing Trustees the risk that everyone would leave at once was perceived as low.

Trustee induction and training

The Chair is responsible for issuing all new Trustees with a full set of documents covering governance, finance, the Board structure and decision-making processes. Ongoing training is the responsibility of all Trustees and includes keeping up to date with the latest guidelines from the Charity Commission.

Organisation

The Board meets quarterly to examine performance, finance, strategy and risk. Trustees should attend all Board meetings, not missing more than two in any four without good reason, as determined by the Chair. Trustees will undertake responsibility for specific duties, as mutually decided by the Board and support the Chair and other Trustees in any areas of special interest.

Staff and volunteers

The Hospice Income Generation Network does not have any employees and is run purely by volunteers. During 2023 the decision was made by Trustees to hire the services of a Virtual PA company to help with administrative tasks. The services are used on an 'as and when' basis depending on the needs of the organisation.

Statement of Trustees Responsibilities

**HOSPICE INCOME GENERATION NETWORK
LIMITED (REGISTERED NUMBER: 03115262)**

**REPORT OF THE TRUSTEES
for the Year Ended 31 DECEMBER 2023**

The Trustees are responsible for preparing the Annual Report and the financial statements in accordance with applicable laws and regulations. Charity law requires the Trustees to prepare financial statements, in accordance with United Kingdom Generally Accepted Accounting Practice, for each financial year which give a true and fair view of the company's affairs at the end of the year and of 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

Make judgments and estimates that are reasonable and prudent

Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the company 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 company, and to enable them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

Company Secretary

Ms T A Nightingale

Independent Examiner

Andrew Branson

Blue Swift Accountants Limited

37 Riverside House

River Lawn Road

Tonbridge

Kent

TN9 1EP

Approved by order of the board of trustees on 16 April 2024 and signed on its behalf by:

Ms T A Nightingale - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
HOSPICE INCOME GENERATION NETWORK
LIMITED**

Independent examiner's report to the trustees of Hospice Income Generation Network Limited ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2023.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Andrew Branson

Blue Swift Accountants Limited
37 Riverside House
River Lawn Road
Tonbridge
Kent
TN9 1EP

Date:

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 31 DECEMBER 2023**

	Notes	31.12.23 Unrestricted fund £	31.12.22 Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies		3,038	225
Charitable activities			
Event Running		63,406	62,918
Total		<u>66,444</u>	<u>63,143</u>
EXPENDITURE ON			
Charitable activities			
Support Costs		6,761	14,773
Event Running		27,679	28,576
Total		<u>34,440</u>	<u>43,349</u>
NET INCOME		32,004	19,794
RECONCILIATION OF FUNDS			
Total funds brought forward		87,355	67,561
TOTAL FUNDS CARRIED FORWARD		<u><u>119,359</u></u>	<u><u>87,355</u></u>

The notes form part of these financial statements

**HOSPICE INCOME GENERATION NETWORK
LIMITED (REGISTERED NUMBER: 03115262)**

**BALANCE SHEET
31 DECEMBER 2023**

	Notes	31.12.23 Unrestricted fund £	31.12.22 Total funds £
CURRENT ASSETS			
Debtors	4	6,631	7,479
Cash at bank		115,417	89,192
		<u>122,048</u>	<u>96,671</u>
CREDITORS			
Amounts falling due within one year	5	(2,689)	(9,316)
NET CURRENT ASSETS		<u>119,359</u>	<u>87,355</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		119,359	87,355
NET ASSETS		<u>119,359</u>	<u>87,355</u>
FUNDS	6		
Unrestricted funds		<u>119,359</u>	<u>87,355</u>
TOTAL FUNDS		<u>119,359</u>	<u>87,355</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2023 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

**HOSPICE INCOME GENERATION NETWORK
LIMITED (REGISTERED NUMBER: 03115262)**

**BALANCE SHEET - continued
31 DECEMBER 2023**

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

The financial statements were approved by the Board of Trustees and authorised for issue on 16 April 2024 and were signed on its behalf by:

T A Nightingale - Trustee

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS
for the Year Ended 31 DECEMBER 2023**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, 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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, 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 accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds 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.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2023 nor for the year ended 31 December 2022.

Trustees' expenses

Trustees' expenses totalling £2,470.47 were paid during the year ended December 2023 (2022: £2,073).

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 DECEMBER 2023**

3. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £
INCOME AND ENDOWMENTS FROM	
Donations and legacies	225
Charitable activities	
Event Running	<u>62,918</u>
Total	<u>63,143</u>
EXPENDITURE ON	
Charitable activities	
Support Costs	14,773
Event Running	<u>28,576</u>
Total	<u>43,349</u>
NET INCOME	19,794
RECONCILIATION OF FUNDS	
Total funds brought forward	67,561
TOTAL FUNDS CARRIED FORWARD	<u><u>87,355</u></u>

4. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.23	31.12.22
	£	£
Trade debtors	999	1,300
Prepayments	<u>5,632</u>	<u>6,179</u>
	<u>6,631</u>	<u>7,479</u>

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 DECEMBER 2023**

5. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.23	31.12.22
	£	£
Trade creditors	52	6,276
Other creditors	100	100
Accruals and deferred income	2,537	2,940
	<u>2,689</u>	<u>9,316</u>

6. MOVEMENT IN FUNDS

	At 1.1.23	Net movement in funds	At 31.12.23
	£	£	£
Unrestricted funds			
General fund	87,355	32,004	119,359
	<u>87,355</u>	<u>32,004</u>	<u>119,359</u>
TOTAL FUNDS	<u>87,355</u>	<u>32,004</u>	<u>119,359</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	66,444	(34,440)	32,004
	<u>66,444</u>	<u>(34,440)</u>	<u>32,004</u>
TOTAL FUNDS	<u>66,444</u>	<u>(34,440)</u>	<u>32,004</u>

Comparatives for movement in funds

	At 1.1.22	Net movement in funds	At 31.12.22
	£	£	£
Unrestricted funds			
General fund	67,561	19,794	87,355
	<u>67,561</u>	<u>19,794</u>	<u>87,355</u>
TOTAL FUNDS	<u>67,561</u>	<u>19,794</u>	<u>87,355</u>

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 DECEMBER 2023**

6. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	63,143	(43,349)	19,794
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>63,143</u>	<u>(43,349)</u>	<u>19,794</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.1.22 £	Net movement in funds £	At 31.12.23 £
Unrestricted funds			
General fund	67,561	51,798	119,359
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>67,561</u>	<u>51,798</u>	<u>119,359</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	129,587	(77,789)	51,798
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>129,587</u>	<u>(77,789)</u>	<u>51,798</u>

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 DECEMBER 2023**

7. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2023.

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REPORT OF THE TRUSTEES AND
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**HOSPICE INCOME GENERATION NETWORK
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for the Year Ended 31 DECEMBER 2023**

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**REPORT OF THE TRUSTEES
for the Year Ended 31 DECEMBER 2023**

**Trustees
HOSPICE INCOME GENERATION NETWORK LIMITED**

REPORT AND FINANCIAL STATEMENTS - 31 December 2023

LEGAL AND ADMINISTRATIVE DETAILS

Trustees at date of signing

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R Ketola (Vice Chair)

T Abbott

A Adu

S Cox

D McFadden

L Pink

J Brady

Company secretary T Nightingale

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REPORT OF THE TRUSTEES for the Year Ended 31 DECEMBER 2023

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6. Reserves policy

The company's reserves are held at a level which, in the opinion of the Trustees is sufficient to ensure the company's future development, and to take into account possible future fluctuations of income and expenditure. The company has a policy of maintaining its free reserves at approximately six months of forward expenditure. The current level of free reserves represents approximately seven months of forward expenditure.

At 31 December 2023, unrestricted reserves amounted to £119,359 (against £87,355 in 2022) of which £119,359 (against £87,355 in 2022) were free reserves.

The level of free reserves is reviewed on an ongoing basis.

7. Fundraising practices statement

The Hospice Income Generation Network did not undertake any public fundraising activity nor employ any staff with a specific remit for public fundraising during 2023.

Our members agree to abide by our Code of Conduct and the Code of Fundraising Practice.

The company is registered with the Fundraising Regulator and the Information Commissioners Office. We have policies in place to govern our practices and activities. Reports are filed in accordance with regulations set out by Companies House and the Charity Commission.

8. Risks policy

The Trustees have examined the risks to which the association is exposed, in particular those related to the on-going operations and finances and are satisfied that systems are in place to mitigate our major risks.

HOSPICE INCOME GENERATION NETWORK LIMITED

REPORT OF THE TRUSTEES for the Year Ended 31 DECEMBER 2023

9. Auditors

The charity is not required to prepare audited accounts.

10. Structure, Governance and Management

The charity was incorporated on 18th October 1997 and amended by Resolution dated 14th February 1997. It is governed by its Memorandum and Articles of Association. It is a registered charity with the Charity Commission and a company limited by guarantee with the Trustees as company directors.

The Memorandum and Articles of Association pre-dates company law and so in 2021 the Trustees instructed a solicitor to enable the revision of these Articles. We engaged with Wrigley's in Leeds who impressed Trustees with their experience and took time to fully understand the organisation and our needs. This work was completed in 2022, approved by Trustees and revised Articles were lodged with the Charity Commission.

Appointment of Trustees

As part of the revised Articles of Association membership of the board now encompasses a minimum of one member from each region plus additional Trustees with specific skillsets that meets the current needs of the organisation.

The Trustees reviewed the appointment process and length of service of Trustees and changes were approved in the New Articles of Association which came into force following the 2022 AGM. Trustees now serve 3-year terms with a maximum of 3 terms. Given the length of service of the existing Trustees the risk that everyone would leave at once was perceived as low.

Trustee induction and training

The Chair is responsible for issuing all new Trustees with a full set of documents covering governance, finance, the Board structure and decision-making processes. Ongoing training is the responsibility of all Trustees and includes keeping up to date with the latest guidelines from the Charity Commission.

Organisation

The Board meets quarterly to examine performance, finance, strategy and risk. Trustees should attend all Board meetings, not missing more than two in any four without good reason, as determined by the Chair. Trustees will undertake responsibility for specific duties, as mutually decided by the Board and support the Chair and other Trustees in any areas of special interest.

Staff and volunteers

The Hospice Income Generation Network does not have any employees and is run purely by volunteers. During 2023 the decision was made by Trustees to hire the services of a Virtual PA company to help with administrative tasks. The services are used on an 'as and when' basis depending on the needs of the organisation.

Statement of Trustees Responsibilities

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**REPORT OF THE TRUSTEES
for the Year Ended 31 DECEMBER 2023**

The Trustees are responsible for preparing the Annual Report and the financial statements in accordance with applicable laws and regulations. Charity law requires the Trustees to prepare financial statements, in accordance with United Kingdom Generally Accepted Accounting Practice, for each financial year which give a true and fair view of the company's affairs at the end of the year and of 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

Make judgments and estimates that are reasonable and prudent

Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the company 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 company, and to enable them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

Company Secretary

Ms T A Nightingale

Independent Examiner

Andrew Branson

Blue Swift Accountants Limited

37 Riverside House

River Lawn Road

Tonbridge

Kent

TN9 1EP

Approved by order of the board of trustees on 16 April 2024 and signed on its behalf by:

Ms T A Nightingale - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
HOSPICE INCOME GENERATION NETWORK
LIMITED**

Independent examiner's report to the trustees of Hospice Income Generation Network Limited ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2023.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Andrew Branson

Blue Swift Accountants Limited
37 Riverside House
River Lawn Road
Tonbridge
Kent
TN9 1EP

Date:

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 31 DECEMBER 2023**

	Notes	31.12.23 Unrestricted fund £	31.12.22 Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies		3,038	225
Charitable activities			
Event Running		63,406	62,918
Total		<u>66,444</u>	<u>63,143</u>
EXPENDITURE ON			
Charitable activities			
Support Costs		6,761	14,773
Event Running		27,679	28,576
Total		<u>34,440</u>	<u>43,349</u>
NET INCOME		32,004	19,794
RECONCILIATION OF FUNDS			
Total funds brought forward		87,355	67,561
TOTAL FUNDS CARRIED FORWARD		<u><u>119,359</u></u>	<u><u>87,355</u></u>

The notes form part of these financial statements

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**BALANCE SHEET
31 DECEMBER 2023**

	Notes	31.12.23 Unrestricted fund £	31.12.22 Total funds £
CURRENT ASSETS			
Debtors	4	6,631	7,479
Cash at bank		115,417	89,192
		<u>122,048</u>	<u>96,671</u>
CREDITORS			
Amounts falling due within one year	5	(2,689)	(9,316)
NET CURRENT ASSETS		<u>119,359</u>	<u>87,355</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		119,359	87,355
NET ASSETS		<u>119,359</u>	<u>87,355</u>
FUNDS	6		
Unrestricted funds		<u>119,359</u>	<u>87,355</u>
TOTAL FUNDS		<u>119,359</u>	<u>87,355</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2023 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**BALANCE SHEET - continued
31 DECEMBER 2023**

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

The financial statements were approved by the Board of Trustees and authorised for issue on 16 April 2024 and were signed on its behalf by:

T A Nightingale - Trustee

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS
for the Year Ended 31 DECEMBER 2023**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, 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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, 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 accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds 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.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2023 nor for the year ended 31 December 2022.

Trustees' expenses

Trustees' expenses totalling £2,470.47 were paid during the year ended December 2023 (2022: £2,073).

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 DECEMBER 2023**

3. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £
INCOME AND ENDOWMENTS FROM	
Donations and legacies	225
Charitable activities	
Event Running	<u>62,918</u>
Total	<u>63,143</u>
EXPENDITURE ON	
Charitable activities	
Support Costs	14,773
Event Running	<u>28,576</u>
Total	<u>43,349</u>
NET INCOME	19,794
RECONCILIATION OF FUNDS	
Total funds brought forward	67,561
TOTAL FUNDS CARRIED FORWARD	<u><u>87,355</u></u>

4. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.23	31.12.22
	£	£
Trade debtors	999	1,300
Prepayments	<u>5,632</u>	<u>6,179</u>
	<u>6,631</u>	<u>7,479</u>

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 DECEMBER 2023**

5. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.23	31.12.22
	£	£
Trade creditors	52	6,276
Other creditors	100	100
Accruals and deferred income	2,537	2,940
	<u>2,689</u>	<u>9,316</u>

6. MOVEMENT IN FUNDS

	At 1.1.23	Net movement in funds	At 31.12.23
	£	£	£
Unrestricted funds			
General fund	87,355	32,004	119,359
	<u>87,355</u>	<u>32,004</u>	<u>119,359</u>
TOTAL FUNDS	<u>87,355</u>	<u>32,004</u>	<u>119,359</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	66,444	(34,440)	32,004
	<u>66,444</u>	<u>(34,440)</u>	<u>32,004</u>
TOTAL FUNDS	<u>66,444</u>	<u>(34,440)</u>	<u>32,004</u>

Comparatives for movement in funds

	At 1.1.22	Net movement in funds	At 31.12.22
	£	£	£
Unrestricted funds			
General fund	67,561	19,794	87,355
	<u>67,561</u>	<u>19,794</u>	<u>87,355</u>
TOTAL FUNDS	<u>67,561</u>	<u>19,794</u>	<u>87,355</u>

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 DECEMBER 2023**

6. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	63,143	(43,349)	19,794
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>63,143</u>	<u>(43,349)</u>	<u>19,794</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.1.22 £	Net movement in funds £	At 31.12.23 £
Unrestricted funds			
General fund	67,561	51,798	119,359
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>67,561</u>	<u>51,798</u>	<u>119,359</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	129,587	(77,789)	51,798
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>129,587</u>	<u>(77,789)</u>	<u>51,798</u>

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 DECEMBER 2023**

7. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2023.

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 31 DECEMBER 2023**

	31.12.23 £	31.12.22 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	3,038	225
Charitable activities		
Membership Income	27,210	27,225
Conference Income	36,196	35,693
	<u>63,406</u>	<u>62,918</u>
Total incoming resources	66,444	63,143
EXPENDITURE		
Charitable activities		
Insurance	534	519
Sundries	203	105
Conference Expenditure	21,211	25,822
Regional Meetings	2,993	-
Website Costs	2,297	2,130
	<u>27,238</u>	<u>28,576</u>
Support costs		
Finance		
Bank charges	73	219
Governance costs		
Accountancy and legal fees	2,008	11,246
Executive Meetings	5,121	3,308
	<u>7,129</u>	<u>14,554</u>
Total resources expended	<u>34,440</u>	<u>43,349</u>
Net income	<u><u>32,004</u></u>	<u><u>19,794</u></u>

This page does not form part of the statutory financial statements

Blue Swift Accountants Ltd
37 Riverside House
River Lawn Road
Tonbridge
Kent
TN9 1EP

Hospice Income Generation Network Limited

Dear Sirs

- 1) This representation letter is provided in connection with your preparation of the financial statements, for the year ending 31/12/2023 for the purpose of filing the financial statements with Companies House, of the company in accordance with the Companies Act 2006, Charities Act 2011, Charities SORP (FRS 102), and other applicable legislation and United Kingdom Accounting Standards.

Financial statements

1. We have fulfilled our responsibilities as directors / trustees as set out in the terms of your engagement for preparing financial statements in accordance with the Companies Act 2006, Charities Act 2011 and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) / International Financial Reporting Standards as adopted by the European Union which you have drafted on our behalf,) which give a true and fair view of the financial position of the company at its year end and of the results of its operations for the year then ended and for making accurate representations to you. We confirm that the company was entitled to exemption under the Companies Act 2006 and Charities Act 2011 from the requirement to have its financial statements for the financial year ended 31/12/2023 audited. We also confirm that the members have not required the company to obtain an audit of its financial statements for the financial year in accordance with section 476 of the Act.

We acknowledge that the work performed by you is substantially less in scope than an audit performed in accordance with International Standards on Auditing (UK) and that you do not express an audit opinion.

2. Significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable.
3. We have no plans or intentions that may materially alter the carrying value and where relevant the fair value measurements or classification of assets and liabilities reflected in the financial statements.
4. We have disclosed all known actual or possible litigation and claims whose effects should be considered when preparing the financial statements and these have been disclosed in accordance with the requirements of accounting standards.
5. Related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of accounting standards.
6. All events since the balance sheet date which require disclosure or which would materially affect the amounts in the financial statements have been adjusted or disclosed in the financial statements.
7. We confirm the financial statements are free of material misstatements, including omissions. We believe that those uncorrected misstatements identified during the preparation of the financial statements, independent review, etc. are immaterial both individually and in aggregate to the financial statements as a whole.
8. We confirm that, having considered our expectations and intentions for the next twelve months, and the availability of working capital, the company is a going concern. We confirm that the disclosures in the accounting policies are an accurate reflection of the reasons for our consideration that the financial statements should be drawn up on a going concern basis.

Information provided


10. All accounting records and relevant information have been made available to you for the purpose of your preparation of the financial statements, independent review, etc. We have provided to you all other information requested and given unrestricted access to persons within the entity from whom you have deemed it necessary to obtain evidence / request information. All other records and related information have been made available to you.
11. All transactions undertaken by the company have been properly reflected in the accounting records and are reflected in the financial statements.
12. We acknowledge our responsibility for the design, implementation and maintenance of controls to prevent and detect fraud. We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
13. We have disclosed to you all information in relation to fraud or suspected fraud that we are aware of and that affects the entity and involves, management, employees who have significant roles in internal control, or others, where fraud could have a material effect on the financial statements.
14. We have disclosed to you all information in relation to allegations of fraud, or suspected fraud affecting the entity's financial statements communicated by employees, former employees, analysts, regulators or others.
15. We confirm that we are not aware of any possible or actual instance of non-compliance with those laws and regulations which provide a legal framework within which the company conducts its business and which could affect the financial statements. The company has complied with all aspects of contractual agreements that could have a material effect on the financial statements in the event of non-compliance.
16. We confirm that we have disclosed to you the identity of the entity's related parties and all related party relationships and transactions relevant to the company that we are aware of.
17. The company has satisfactory title to all assets, and there are no liens or encumbrances on the assets except for those disclosed in the financial statements.

18. There are no liabilities, contingent liabilities or guarantees to third parties other than those disclosed in the financial statements.
19. The company has at no time during the year entered into any arrangement, transaction or agreement to provide credit facilities (including loans, quasi loans or credit transactions) for directors, nor to guarantee or provide security for such matters, except as disclosed in the financial statements.

We confirm to the best of our knowledge and belief that the above representations are made on the basis of enquiries of management and staff with relevant knowledge and experience and, where appropriate, of inspection of supporting documentation sufficient to satisfy ourselves that we can properly make each of the above representations to you.

Yours faithfully

Signed on behalf of the board of directors (trustees) by:

..........(Signature)

Mrs Lorraine Pink - Director

Date: 16th April 2024