

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 2024

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 2024**

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

**REPORT OF THE TRUSTEES
for the Year Ended 31 December 2024**

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 2024. 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

Registered Company number

03115262 (England and Wales)

Registered Charity number

1060570

Registered office

37 Riverside House
River Lawn Road
Tonbridge
Kent
TN9 1EP

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

**REPORT OF THE TRUSTEES
for the Year Ended 31 December 2024**

Trustees

HOSPICE INCOME GENERATION NETWORK LIMITED

REPORT AND FINANCIAL STATEMENTS - 31 December 2024

LEGAL AND ADMINISTRATIVE DETAILS

Trustees at date of signing

T Nightingale (Chair)

R Ketola (Vice Chair)

T Abbott

A Adu

S Cox

D McFadden

L Pink

Company secretary T Nightingale

Company Number 3115262

Charity Number 1060570

Registered Office:

37 Riverside House

River Lawn Road

Tonbridge

Kent

TN9 1EP

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 2024.

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:

Teresa Nightingale (Chair)

Rachel Ketola (Vice Chair)

Thomas Abbott

Augusta Adu

Stephanie Cox

REPORT OF THE TRUSTEES
for the Year Ended 31 December 2024

David McFadden
Lorraine Pink

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
Attend training courses, either initiated by the Association or by outside bodies, to maintain and improve professional standards of fundraising
Liaise with outside organisations, both within and outside the Hospice movement, so that a comprehensive and well-balanced approach to efficient fundraising can be developed
Communicate with each other by effective and planned means, so that information is exchanged in a rational way and within a framework of openness

4. Review of performance, impact and future plans

Performance

In keeping with our mission to train hospice fundraisers Trustees, held our virtual conference between 12 to 14 March retaining our variable cost structure. We aim to keep our costs low to attract and train as many delegates as possible. Our 2024 Conference was an outstanding success with 1,317 delegates (1,288 in 2023) from 123 hospices (121 in 2023) attending. We put on 41 workshops, 6 plenary sessions and 3 wellbeing sessions. The conference was supported by 4 Platinum Partners.

We also held 1 in-person Regional Development Day during the year in the South West region which was well attended. This was 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 181 hospice members a decrease of 3 compared to the previous year 184 hospice members.

Impact

During 2024 we organised 34 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. These events attracted 1,159 registrations from our members.

One Regional Development Day took place in 2024 and were attended by 18 delegates and covered topics such as Events, Community and Corporate Fundraising.

Future plans

**HOSPICE INCOME GENERATION NETWORK
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**REPORT OF THE TRUSTEES
for the Year Ended 31 December 2024**

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 2025.

The board took the decision to plan another virtual conference in April 2025 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. A number of dates will be organised in 2025.

5. Review of financial position

In total the company had income of £62,865 (against £66,444 in 2023). Expenditure totalled £37,867 (against £34,440 in 2023) resulting in a surplus of £24,998.

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 2024, unrestricted reserves amounted to £144,357 (against £119,359 in 2023) of which £144,357 (against £119,359 in 2023) 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 2024.

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.

9. Auditors

The charity is not required to prepare audited accounts.

REPORT OF THE TRUSTEES
for the Year Ended 31 December 2024

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. We do however use the services of a Virtual PA company to help with administrative tasks and a consultant to help with our conference planning. The services are used on an 'as and when' basis depending on the needs of the organisation.

Statement of Trustees Responsibilities

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

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

**REPORT OF THE TRUSTEES
for the Year Ended 31 December 2024**

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 2006. 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 21 May 2025 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 2024.

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
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21 May 2025

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 31 December 2024**

	Notes	31.12.24 Unrestricted fund £	31.12.23 Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies		4,538	3,038
Charitable activities			
Event Running		58,327	63,406
Total		<u>62,865</u>	<u>66,444</u>
EXPENDITURE ON			
Charitable activities			
Support Costs		11,128	6,761
Event Running		26,739	27,679
Total		<u>37,867</u>	<u>34,440</u>
NET INCOME		24,998	32,004
RECONCILIATION OF FUNDS			
Total funds brought forward		119,359	87,355
TOTAL FUNDS CARRIED FORWARD		<u>144,357</u>	<u>119,359</u>

The notes form part of these financial statements

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

BALANCE SHEET

31 December 2024

	Notes	31.12.24 Unrestricted fund £	31.12.23 Total funds £
CURRENT ASSETS			
Debtors	4	-	6,631
Cash at bank		<u>146,170</u>	<u>115,417</u>
		146,170	122,048
CREDITORS			
Amounts falling due within one year	5	(1,813)	(2,689)
NET CURRENT ASSETS		<u>144,357</u>	<u>119,359</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		144,357	119,359
NET ASSETS		<u>144,357</u>	<u>119,359</u>
FUNDS	6		
Unrestricted funds		<u>144,357</u>	<u>119,359</u>
TOTAL FUNDS		<u>144,357</u>	<u>119,359</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2024.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2024 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.

The notes form part of these financial statements

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

BALANCE SHEET - continued
31 December 2024

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 21 May 2025 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 2024**

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 2024 nor for the year ended 31 December 2023.

Trustees' expenses

Trustees' expenses totalling £0 were paid during the year ended December 2024 (2023: £2,470.47).

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 December 2024**

3. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £
INCOME AND ENDOWMENTS FROM	
Donations and legacies	3,038
Charitable activities	
Event Running	63,406
Total	<u>66,444</u>
EXPENDITURE ON	
Charitable activities	
Support Costs	6,761
Event Running	27,679
Total	<u>34,440</u>
NET INCOME	32,004
RECONCILIATION OF FUNDS	
Total funds brought forward	87,355
TOTAL FUNDS CARRIED FORWARD	<u>119,359</u>

4. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.24 £	31.12.23 £
Trade debtors	-	999
Prepayments	-	5,632
	<u>-</u>	<u>6,631</u>

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 December 2024**

5. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.24	31.12.23
	£	£
Trade creditors	205	52
Other creditors	-	100
Accruals and deferred income	<u>1,608</u>	<u>2,537</u>
	<u>1,813</u>	<u>2,689</u>

6. MOVEMENT IN FUNDS

	At 1.1.24	Net movement in funds	At 31.12.24
	£	£	£
Unrestricted funds			
General fund	119,359	24,998	144,357
TOTAL FUNDS	<u>119,359</u>	<u>24,998</u>	<u>144,357</u>

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

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	62,865	(37,867)	24,998
TOTAL FUNDS	<u>62,865</u>	<u>(37,867)</u>	<u>24,998</u>

Comparatives for 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
TOTAL FUNDS	<u>87,355</u>	<u>32,004</u>	<u>119,359</u>

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 December 2024**

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	66,444	(34,440)	32,004
TOTAL FUNDS	<u>66,444</u>	<u>(34,440)</u>	<u>32,004</u>

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

	At 1.1.23 £	Net movement in funds £	At 31.12.24 £
Unrestricted funds			
General fund	87,355	57,002	144,357
TOTAL FUNDS	<u>87,355</u>	<u>57,002</u>	<u>144,357</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	129,309	(72,307)	57,002
TOTAL FUNDS	<u>129,309</u>	<u>(72,307)</u>	<u>57,002</u>

**HOSPICE INCOME GENERATION NETWORK
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 December 2024**

7. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2024.

This document was delivered using electronic communications and authenticated in accordance with the registrar's rules relating to electronic form, authentication and manner of delivery under section 1072 of the Companies Act 2006.