

**YORK SPECIAL CARE BABY UNIT SUPPORT GROUP  
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 APRIL 2024**

**Charity Registration No. 516552**

# YORK SPECIAL CARE BABY UNIT SUPPORT GROUP

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# YORK SPECIAL CARE BABY UNIT SUPPORT GROUP

## TRUSTEES' REPORT

**FOR THE YEAR ENDED 30 APRIL 2024**

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The trustees present their annual report and financial statements for the year ended 30 April 2024.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's constitution, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016)

### **Objectives and activities**

The object of the charity is the relief, care and treatment of premature & sick newborn babies in the special care baby unit at York hospital, by assisting with the purchase of specialised medical equipment, improving amenities & facilities & supporting the education & vocational training of staff on the unit. An integral part of caring for the babies on York Special Care Baby Unit is the support & wellbeing of the parents and siblings. In planning our activities for the year we kept in mind the charity commission's guidance on public benefit at our trustees meetings.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

### **Achievements and performance**

The charity has continued to work actively towards its objectives and this year £11,842 was used to purchase equipment including humilactors (breast pumps).

Donations during the year to the travelling fund amount to £7,000 (2023 £3,250). The amount offered to each family was £200 during this accounting period; However the total figure represents support was increased from 19 to 36 families.

### **Financial review**

Incoming resources increased this year to £38,852 (2023 £25,623) of which £34,933 related to donations received.

Resources expended increased this year to £29,039 (2023 £23,102).

#### **Reserves Policy:**

The Trustees aim to keep day to day operating costs to a minimum, ensuring a high proportion of funds raised can be applied to meeting the charity's key objectives of funding medical equipment for use in York Special Care Baby Unit. Accordingly, the Trustees consider a reserves policy around operating costs inappropriate. Reserves are maintained at a level to cover anticipated medical equipment funding needs in SCBU over a one to two year period, ensuring long term support for a locally provided special care baby unit.

The reserves as at 30th April 2024 were £290,026.

#### **Risk Management:**

The trustees have examined the major strategic, business and operational risks which the charity faces and confirm that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen the risks.

#### **Future Plans:**

The Support Group intends to continue to support parents whose babies are resident on the unit by offering meal vouchers. The lease of the beach hut in Scarborough finished in 2023 so the plan going forwards is to purchase passes for different local attractions, to enable past and present SCBU families to enjoy a day out.

# YORK SPECIAL CARE BABY UNIT SUPPORT GROUP

## TRUSTEES' REPORT (CONTINUED)

*FOR THE YEAR ENDED 30 APRIL 2024*

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### **Structure, governance and management**

The York Special Care Baby Unit Support Group was established by a constitution adopted on 23rd May 1985 and amended on 13th July 1989 and 3rd July 2017. It is a registered charity, No.516552 and its address is York Hospital, Wigginton Road, York YO31 7HE.

The group has a Committee to conduct its affairs consisting of a President, Chairperson, Secretary, Treasurer and eight other members. The Committee meets at regular intervals to determine and arrange a programme of activities for the group in furtherance of its specific aims.

Membership of the group as a trustee is open to anybody interested in furthering the work of the group. Trustees are nominated and appointed at the AGM each year.

The trustees who served during the year were:

Mrs R Cooper  
Mrs B McClelland  
Mrs V Smith  
Dr S Sandhu  
Mrs R Hopkins  
Mrs L Moore  
Mrs E Johnson  
Mrs J Armstrong  
Ms K Atherton

### **Principal Address**

York District Hospital  
Wigginton Road  
York  
YO31 7HE

### **Independent Examiner**

Mr N C Everard BA FCA  
Hunter Gee Holroyd  
Club Chambers  
Museum Street  
York  
YO1 7DN

### **Bankers**

HSBC Bank plc  
PO Box 26  
13 Parliament Street  
York  
YO1 8XS

Virgin Money  
Jubilee House  
Gosforth  
Newcastle Upon Tyne  
NE3 4PL


# YORK SPECIAL CARE BABY UNIT SUPPORT GROUP

## TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 30 APRIL 2024

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The trustees' report was approved by the Board of Trustees.

.....  
**Mrs B McClelland**  
Trustee  
Dated: ..13.02.2025.....

A large, handwritten signature in black ink, appearing to read 'Mrs B McClelland', is written across the page. The signature is fluid and cursive, with a long vertical line extending upwards from the end of the name.

**YORK SPECIAL CARE BABY UNIT SUPPORT GROUP**  
**INDEPENDENT EXAMINER'S REPORT**  
**TO THE TRUSTEES OF YORK SPECIAL CARE BABY UNIT SUPPORT GROUP**

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I report to the trustees on my examination of the financial statements of York Special Care Baby Unit Support Group (the charity) for the year ended 30 April 2024.

**Responsibilities and basis of report**

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

**Independent examiner's statement**

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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 that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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 financial statements to be reached.

Mr N C Everard BA FCA  
Hunter Gee Holroyd  
Club Chambers  
Museum Street  
York  
YO1 7DN

Dated: .....

# YORK SPECIAL CARE BABY UNIT SUPPORT GROUP

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

*FOR THE YEAR ENDED 30 APRIL 2024*

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	Notes	Unrestricted funds 2024 £	Unrestricted funds 2023 £
<b>Income from:</b>			
Donations and legacies	2	34,933	24,711
Investments	3	3,919	912
<b>Total income</b>		<u>38,852</u>	<u>25,623</u>
<b>Expenditure on:</b>			
Raising funds	4	562	446
Charitable activities	5	28,477	22,656
<b>Total expenditure</b>		<u>29,039</u>	<u>23,102</u>
<b>Net income and movement in funds</b>		9,813	2,521
<b>Reconciliation of funds:</b>			
Fund balances at 1 May 2023		<u>280,213</u>	<u>277,692</u>
<b>Fund balances at 30 April 2024</b>		<u>290,026</u>	<u>280,213</u>

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

# YORK SPECIAL CARE BABY UNIT SUPPORT GROUP

## STATEMENT OF FINANCIAL POSITION AS AT 30 APRIL 2024

		2024		2023	
	Notes	£	£	£	£
<b>Current assets</b>					
Inventories	8	1,456		1,206	
Trade and other receivables	9	551		218	
Cash at bank and in hand		288,829		279,552	
		290,836		280,976	
<b>Current liabilities</b>	10	(810)		(763)	
<b>Net current assets</b>			290,026		280,213
<b>The funds of the charity</b>					
Unrestricted funds			290,026		280,213
			290,026		280,213

The financial statements were approved by the trustees on .....10.02.2025.....

.....  
Mrs B McClelland  
Trustee



# YORK SPECIAL CARE BABY UNIT SUPPORT GROUP

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 APRIL 2024

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### 1 Accounting policies

#### Charity information

York Special Care Baby Unit Support Group is an unincorporated charity.

#### 1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's [governing document], the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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 charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

#### 1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

#### 1.5 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 settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated or apportioned to the applicable expenditure headings.

Irrecoverable VAT is charged against the expenditure heading for which it was incurred.

Governance costs include those costs associated with meeting the public accountability of the charity and its compliance with regulation and good practice including costs relating to the Independent Examination.

# YORK SPECIAL CARE BABY UNIT SUPPORT GROUP

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 APRIL 2024

### 1 Accounting policies (Continued)

#### 1.6 Inventories

Inventories are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the inventories to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

#### 1.7 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

### 2 Income from donations and legacies

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Donations and gifts	34,933	24,711

### 3 Income from investments

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Interest receivable	3,919	912

### 4 Raising funds

	Unrestricted funds £	Total 2023 £
<u>Fundraising and publicity</u>		
Fundraising costs	562	446
	562	446

# YORK SPECIAL CARE BABY UNIT SUPPORT GROUP

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 APRIL 2024

### 5 Expenditure on charitable activities

	Fundraising activities 2024 £	Fundraising activities 2023 £
<b>Direct costs</b>		
Equipment and merchandise	11,842	15,250
Travelling funds - donations	7,000	3,250
Beach hut and accessories	2,139	-
Breastmilk	2,210	1,820
Parents shopping cards	2,300	-
	<u>25,491</u>	<u>20,320</u>
<b>Share of support and governance costs (see note 6)</b>		
Support	1,869	1,280
Governance	1,117	1,056
	<u>28,477</u>	<u>22,656</u>
<b>Analysis by fund</b>		
Unrestricted funds	<u>28,477</u>	<u>22,656</u>

### 6 Support costs

	Support costs £	Governance costs £	2024 £	2023 £	Basis of allocation
Insurance	1,137	-	1,137	576	
Postage and stationery	49	-	49	122	
Website costs	582	-	582	516	
Telephone	101	-	101	66	
Independent Examiner's Fees	-	803	803	829	Governance
Bank charges	-	159	159	151	Governance
Sundry expenses	-	155	155	76	Governance
	<u>1,869</u>	<u>1,117</u>	<u>2,986</u>	<u>2,336</u>	
Analysed between Charitable activities	<u>1,869</u>	<u>1,117</u>	<u>2,986</u>	<u>2,337</u>	

### 7 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

# YORK SPECIAL CARE BABY UNIT SUPPORT GROUP

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 APRIL 2024

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<b>8 Inventories</b>	<b>2024</b>	<b>2023</b>
	£	£
Finished goods and goods for resale	1,456	1,206
	<u>          </u>	<u>          </u>
<b>9 Trade and other receivables</b>	<b>2024</b>	<b>2023</b>
	£	£
<b>Amounts falling due within one year:</b>		
Prepayments and accrued income	551	218
	<u>          </u>	<u>          </u>
<b>10 Current liabilities</b>	<b>2024</b>	<b>2023</b>
	£	£
Accruals and deferred income	810	763
	<u>          </u>	<u>          </u>

### 11 Related party transactions

There were no disclosable related party transactions during the year (2023 - none).