



## **THE MYTON HOSPICES**

**(a company Limited by Guarantee)**

### **ANNUAL REPORT AND CONSOLIDATED FINANCIAL STATEMENTS**

**For the year ended 31 March 2012**

# THE MYTON HOSPICES

## REPORT OF THE TRUSTEES

31 March 2012

---

The Trustees present their annual report and audited financial statements for the year ended 31 March 2012.

### 1. Reference and Administrative Details

**Charity Name:** THE MYTON HOSPICES

**Charity Registration Number:** 516287

**Company Registration Number:** 1628455

**Principal and Registered Office:** Myton Lane  
Warwick  
CV34 6PX

**Directors and Trustees**

Mr A D Meehan (Chairman)  
Mr T C I McKenzie (Vice Chairman)  
Mr M Attwood  
Mr A J Brown  
Dr R Girvan  
Mr N C Hunter OBE  
Mr M J Lodge  
Mr D J Moon  
Mr R H Q B Moon  
Mrs S A Shelton  
Mrs A M Trye

<b>Senior Management Team:</b>	Mrs C Lee	Chief Executive
	Ms M Emery	Director of Nursing & Care Services
	Mrs R Freeman	Director of Income Generation
	Mrs G Gimes	Director of Finance
	Dr C Tallon	Medical Director
	Mr T Wooding	Director of Facilities
	Mrs E Willoughby	Director of HR
		(resigned 16 <sup>th</sup> March 2012)

**Auditors:** Crowe Clarke Whitehill LLP

**Bankers:** Lloyds Bank Plc  
High Street  
Coventry CV1 5RA

**Solicitor:** D J Dumbleton Esq  
Rotherham & Co.  
8 & 9 The Quadrant  
Coventry CV1 2EG

**Investment managers:** Barclays Wealth Management  
1 Colmore Square  
Birmingham B4 6ES

# THE MYTON HOSPICES

## REPORT OF THE TRUSTEES

31 March 2012

---

### 2. Structure, Governance and Management

#### 2.1 Governing Document

The charity is a Company Limited by Guarantee, registered in England. The Company was formerly known as Myton Hamlet Hospice Management Ltd, with a change of name being approved by Companies House on 24<sup>th</sup> March 2009. The Company operates under a Memorandum and Articles, amendments to which were approved by the Trustees on 25<sup>th</sup> February 2009.

#### 2.2 Group Structure

On 1<sup>st</sup> April 2009 the assets and liabilities of Myton Hamlet Hospice Trust (registered charity No 508768) were transferred to the charity. Subsequently, the two charities were united under a uniting direction granted by the Charities Commission on 8<sup>th</sup> December 2009.

##### **Myton Hospice (Promotions) Limited**

The issued share capital of this company is held by nominees of the charity. This company was formed to generate income through Hospice Shops and the Hospice Lottery.

##### **Myton Hamlet Hospice Development Limited**

The issued share capital of this company is also held by nominees of the charity. This company was formed for the purpose of building and developing new premises for the use of The Myton Hospices.

#### 2.3 Recruitment and Appointment of Directors and Trustees

The Directors of the Company also act as trustees of the Charity. Directors must be nominated by existing Directors and their appointment is governed by procedures defined in the Memorandum & Articles. Directors are appointed for an initial period of 4 years, after which they may apply for re-election to serve a second period of 4 years. They must then stand down, but may be nominated for re-election following a gap of 12 months if there is a vacancy. The Directors appoint a chairman from within their number, who can serve two periods of three years. If his/her Directorship expires during his/her period of chairmanship then the Directorship is automatically extended until the termination date of chairmanship.

When a Director retires every effort is made to replace him/her with a person of similar qualities/experience. There is an open recruitment & selection process for all Director vacancies, with the exception of the medical representatives who may be co-opted to the Board. Director vacancies are advertised externally, although suitable candidates known to current Directors and others may be encouraged to apply but not be given preferential treatment.

Applications will be reviewed by a Nominations Committee, comprising three Directors, who will then produce a short list of candidates for consideration at the next Board meeting. Directors are then appointed by a majority decision of the Board.

#### 2.4 Induction and Training

Directors undergo formal induction by spending two half days in the Hospices and meeting individually with all Senior Managers and appropriate department heads. Additionally, they are encouraged to spend time in the Inpatient unit and one of the Day Hospices. Directors are encouraged to attend appropriate external training events where these will assist them in their role.

# THE MYTON HOSPICES

## REPORT OF THE TRUSTEES

31 March 2012

---

### 2. Structure, Governance and Management (continued)

#### 2.5 Organisation

The Board of Directors administers the charity. The Board meets at least six times per year, but any Director can call an extraordinary meeting by following due process. A Chief Executive is appointed by the Board to manage the day to day operations of the charity.

#### 2.6 Related parties

As mentioned in 2.2 above, the charity is supported by a subsidiary promotional company, which raises money via its retail outlets and lottery to support the main objectives of the Hospice. Charitable Trusts, support groups and individuals also raise money for the Hospice via charity events, individual donations and legacies.

#### 2.7 Risk Management

The Hospice has a Risk Management strategy, which is reviewed annually by the Board with exceptions reported throughout the year at Board meetings. It is also reviewed by our regulatory body the Care Quality Commission. We have established systems and procedures to mitigate those risks identified. We continually review our risk management within the clinical areas to ensure that identified risks are addressed and the learning is continuous. Running parallel with the Clinical Governance Structure, which ensures high quality patient care, a Risk Management Review is undertaken annually to ensure financial and corporate probity.

### 3. Public Benefit

The Trustees have complied with the duty in the Charities Act 2011, to have due regard to public benefit guidance published by the Charity Commission. The objectives of the Hospice are to provide specialist palliative and end of life care for the people of Coventry and Warwickshire, their families and carers at no cost to the beneficiaries of the service. Referrals are accepted from a variety of sources and places allocated according to clinical need.

Care is currently delivered in the following ways:

- 20 bedded inpatient unit at Warwick Myton Hospice
- 10 bedded inpatient unit at Coventry Myton Hospice
- 15 place Day Hospice at Warwick Myton
- 12 place Day Hospice, operating 3 days per week, at Coventry Myton
- 15 place Day Hospice based at Rugby Myton
- 24/7 Hospice at Home team covering the Rugby area
- Counselling Service operating across all 3 sites
- Lymphoedema Service, mainly for those with secondary disease due to cancer living within Warwickshire. The service is based at Warwick Myton, but offers outpatient services to all.
- Complementary Therapy service, including outpatient services, operating across all three sites for patients, carers and staff.
- Physiotherapy, Occupational Therapy and Diversional Therapy services, including outpatient services, operating across all three sites.
- Psychological & spiritual support operating across all three sites.



# THE MYTON HOSPICES

## REPORT OF THE TRUSTEES

31 March 2012

---

### 4. Achievements and Performance

In an increasingly difficult economic climate we are delighted that our accounts, excluding depreciation charges and investment movements, show an operating surplus of £289,840 although after adjusting for these non-cash items we are showing an accounting reduction in funds of £173,509. The Trustees are committed to the re investment of prior year surpluses into the Charity in order to improve patient care and expand services, such as the investment into the Myton@Home service in 2011-12, where this is feasible under the current reserves policy as stated in note 5.4.

During the year the in patient units admitted 645 patients, the day hospices offered a total of 7,620 sessions of care, the lymphoedema service carried out 793 appointments, the complementary therapy service carried out 3,800 sessions and the physiotherapy & occupational therapy teams carried out 165 outpatient and home appointments in addition to the 2,439 patient sessions within the hospices.

Our bereavement counselling service continued to be busy, with more than 1,000 adult patients, fortnightly and monthly bereavement group meetings supporting over 500 people, together with 104 referrals to the children's service for sessions as and when required and the Rainbow Ripples workshops at both Warwick & Coventry supporting more than 300 children and their parents.

In our plans for 2011/12 we said that we would:

#### 1. **Commence delivery of the Myton at Home service across Rugby**

- The service commenced on 3<sup>rd</sup> October 2011 and since then has provided 3,103 hours of care to 61 patients and allowed 35 patients to die in their preferred place of care. The costs of the service of £132,217 account for 2.3% of the 7.7% increase in charitable expenditure during the period.

#### 2. **Be working towards expanding the Myton at Home service to the rest of South Warwickshire**

- Work continues in this area, working alongside NHW Warwickshire's end of life care commissioners, but has been complicated by the on going NHS restructuring. Indications are that the NHS will ask for organisations to tender to provide a hospice at home service covering the whole of Coventry & Warwickshire from September 2012 and we are strengthening our expertise in commissioning and tendering to enable us to bid for this service.
- We will shortly commence a pilot scheme in Rugby using a volunteer provided support service for patients and carers at home, which, if successful, is it hoped will be rolled out across South Warwickshire.
- The Nursing & Care Team have also commenced a review of the day hospice provision in order to maximise the number of community patients and their carers whose use of the day hospice services will enable them to be cared for at home rather than be admitted to hospital.

# THE MYTON HOSPICES

## REPORT OF THE TRUSTEES

31 March 2012

---

### **3. Carry out a review of our referral & discharge systems for in-patients**

- As a result of the review 2 additional posts for discharge co-ordinators were created, one at Warwick and one at Coventry. The posts have only just been filled, but in the interim changes in the Senior Nursing team have resulted in a number of efficiencies in the admission and discharge process.
- We have introduced on line referrals through our new website.
- There has been a 4% increase in patient admissions across the 2 in patient units in 2011/12, with a total of 645 admissions 50% of whom are from Coventry & North Warwickshire.
- Our bed occupancy rate, as defined by the National Council for Palliative Care guidelines, was 85.2% against a figure of 84.4% for the previous period.

### **4. Finalise the structural review of the Medical and Nursing & Care Services Directorates**

- This is now complete with the appointment of a Deputy Director of Nursing for the In Patient Units in January 2012 and a Locum Consultant in February 2012 in addition to a number of new nursing and care services posts throughout the year.
- We have invested in 11 new Consultant sessions, including increasing medical input to the day hospice services.
- We have introduced equality of service across all 3 sites for the Spiritual Care, Counselling, Physiotherapy, Occupational Therapy, Complementary Therapy and Clinical Psychology teams. The hours of care provided by all of these services, both to in patients and out patients, continue to rise.
- Working alongside one of our families we have been able to trial respite care for bariatric patients at Coventry. The trial was successful and has allowed us to introduce this service for those requiring support.

### **5. Improve our outcome measures through the implementation of the Crosscare IT system**

- Cross care implementation is on going, with the project team currently working on patient admin within the in patient units, having successfully implemented the system in some care service areas.
- We have also carried out patient and carer surveys through the year as part of our outcome measurement, scoring very highly in both areas with 94% rating our care as more than satisfactory and 98% of people responding saying that we treated the person we cared for with dignity and respect.

### **6. Review our Governance structure**

- We have invested in regulation and compliance and have had maximum ratings in both a Care Quality Commission and Commissioner compliance inspections.
- We have reviewed our Board structure and, as a result, have reduced the number of Trustee members sitting on the subsidiary trading company board, recruited the Director of Income Generation & Marketing to that Board and are in the process of advertising for 2 independent members.
- We have elected a Vice Chairman to the Board and implemented amended recruitment procedures to the main Board.
- There has also been a restructuring of the Senior Management Team following the resignation of the Director of Human Resources, with the creation of the Finance & Business Support directorate. Cost efficiencies made as a result of this restructure will be invested into other areas of the strategy.

# THE MYTON HOSPICES

## REPORT OF THE TRUSTEES

31 March 2012

---

### 7. Open 3 additional shops

- The shop at Cheylesmore in Coventry opened in June 2011 and a further shop, our second in Leamington Spa, was opened in June 2012.
- Despite not having met the target of 3 new shops by March 2012, income from our retail operation increased by almost 28% in the year, an increase of £366,146.

### 8. Expand our lottery membership

- Lottery membership rose from 21,456 in March 2011 to 30,318 in March 2012.

#### **In addition we have:**

- Launched a new website, created a style guide and revamped our fundraising and patient materials.
- Been chosen as the BBC Coventry & Warwickshire charity of the year, with over £45,000 raised to March 2012.
- Promoted Myton's work with more than 50 GP practices across the area.
- Established a staff forum.

## 5. Financial Review

### 5.1 Accounting basis

The accounts for the year have been prepared in accordance with the Statement of Recommended Practice - Accounting and Reporting by Charities (SORP 2005) and comply with all statutory requirements and the Charity's governing instrument. The accounts consolidate the results of the Trust and its two subsidiary companies.

### 5.2 Income, expenditure and results

The Hospice's principal sources of income are donations, gifts and legacies. Voluntary income through donations and grants this year totalled £2,034,629 (2011: £2,000,463) and included £94,268 representing other donations for specific purposes. Legacy income showed a reduction for the year of 27%, at £1,235,402 (2011: £1,700,944). Fundraising costs were £645,210 (2011: £587,218) an increase of almost 10% reflecting our vital continuing investment in fundraising activities.

Contributions from NHS Trusts amounted to £2,141,748 (2011: £1,966,575) equating to 35% of the costs of operating the Hospice activities which this year amounted to £6,158,593 (2011: £5,717,477) an increase of 7.7%. Operating costs include the costs of the Myton at Home service which started in Rugby in October 2011.

Retail income includes income received through the Gift Aid scheme for the sale of donated goods of £408,298 (2011: £276,014) a rise of almost 48% in the period. The value of tax repaid by HMRC under the Gift Aid scheme on these sales amounted to £99,505 (2011: £39,701) which is included as Voluntary Income in the Statement of Financial Activities. The Hospice trading subsidiary, Myton Hospice (Promotions) Limited contributed some £758,862 (2011: £738,613) from the sale of other donated goods, Christmas cards and branded merchandise through Hospice shops and the Lottery. This represents an increase of 2.7% on the previous year.

Investment income amounted to £ 66,645 (2011: £50,218) whilst investment management fees were a credit of £5,774 (2011: cost £18,344). Realised and unrealised losses on investment assets totalled £ 9,447 (2011: gains £71,361).

# THE MYTON HOSPICES

## REPORT OF THE TRUSTEES

31 March 2012

---

At the year end, the total funds of the charity stood at £13,056,142 (2011: £13,229,651), Restricted Funds totalled £ 180,289 (2011: £136,084), Designated Funds £11,903,685 (2011: £12,222,528) and General Funds £ 972,168 (2011: £871,039).

The assets representing each of these funds are analysed in Note 12 to the financial statements.

### 5.3 Investment policy and performance

In 2000/2001, the Trustees designated £2million to an investment fund with the objective of providing an on going investment return to be used towards funding future operations. The Trustees aim to maintain a balanced portfolio of reliable income producing assets combined with capital growth in the longer term.

Following advice from the charity's investment managers, funds are invested in a portfolio of gilts, fixed investment bonds, UK and overseas equities. The investments are reviewed annually with the investment managers and monitored monthly by a sub-committee of the Board. At the year end, the value of the investment portfolio was £ 2,200,411 (2011: £2,199,337).

### 5.4 Reserves Policy

The free reserves of the group at the year-end, inclusive of funds held on investment, stood at £ 3,172,579 (2011: £3,070,376) The Trustees feel that the current level of reserves is sufficient to both cushion any short term impact of a drop in voluntary or NHS funding and meet their commitment to provide investment funding for an expansion of our services.

## 6. Plans for Future Periods

The organisation's strategy identified 7 priorities for the next 4 years. These were:

1. To maintain and improve the quality of our current services
2. To improve patient choice by introducing a range of new patient centred services
3. To build a palliative care education specialism
4. To strengthen our communications
5. To protect and build our income
6. Our staff & volunteers
7. The health of our organisation

In the next twelve months, against these priorities, we intend to :

- Participate in a workforce planning exercise which will give us benchmarks for maximum efficiency nursing.
- Work alongside the Clinical Commissioning Groups to find ways of sustainably opening the 8 currently closed beds at Coventry.
- Work with other organisations to bid for the Coventry & Warwickshire wide hospice at home service later in 2012.
- Review the overall management of our community services (Myton at Home and the day hospice provision) with a view to expansion of these services.
- Develop a business case for investment into our education services.
- Participate in a Help the Hospices legacy investment pilot.
- Introduce a new corporate induction for volunteers & staff.
- Review the staff compensation & benefits system and the appraisal process for staff & volunteers.
- Participate in benchmarking studies with other hospices.

# THE MYTON HOSPICES

## REPORT OF THE TRUSTEES

31 March 2012

---

### 7. Our staff

The Hospice encourages the employment of disabled persons whenever practical. In compliance with current legislation the Hospice endeavours to ensure that the disabled employees benefit from training and career development in common with other employees.

The Hospice is committed to equal opportunities

### 8. Our supporters

Throughout the year, the Hospice has enjoyed the continuing support of our volunteers. We currently have almost 1,000 volunteers who work in all areas of Hospice operations, both with patients and in support and fundraising roles. With the appointment of a Volunteer Development Officer we hope to be able to widen the roles on offer for people who want to volunteer with us, including looking at shorter term and one off project volunteering opportunities. Our volunteers play an absolutely vital role in the work of the Hospice, representing a value of over £1.2m to the Hospice this year based on paying at minimum wage rate per hour. This figure has not been included in the Statement of Financial Activities.

The Hospice has also continued to receive extensive support from community groups, individuals, charitable trusts and companies within Coventry & Warwickshire.

Without this splendid support, The Myton Hospice could not develop services and provide the high quality of care it now offers. We would like to thank all of our volunteers and donors, both large and small, without whose generosity and hard work we would not be able to achieve what we do.

### 9. Conclusion

The year 2011-2012 saw an expansion of our services, in the form of the Myton at Home service in the Rugby area and the consolidation of plans and reviews which enable us to go forward into our 30<sup>th</sup> anniversary year in a strong position. We are continuing to see a rise in the number of patients we care for, across all of our clinical services, we are working alongside other organisations to explore the potential arising out of the NHS changes and our fundraising, retail & lottery teams continue to maintain our income levels.

The level of financial support and desire of people to give up their time to support our work indicate that our high standards of patient care and support continue to be widely recognised. The challenge ahead is to maintain the levels of income required to allow us to continue and expand the vital work that we do. We are grateful to the management team, staff, volunteers and supporters of all kinds for the hard work that they do in making this a very special organisation.

# THE MYTON HOSPICES

## REPORT OF THE TRUSTEES

31 March 2012

---

### 10. Statement as to Disclosure of Information to Auditors

The trustees who were in office on the date of approval of these financial statements have confirmed, as far as they are aware, that there is no relevant audit information of which the auditors are unaware. Each of the trustees have confirmed that they have taken all the steps that they ought to have taken as trustees in order to make themselves aware of any relevant audit information and to establish that it has been communicated to the auditor.

On behalf of the Trustees 12/7/12



A D Meehan  
Chairman

Myton Lane  
Myton Road  
WARWICK  
CV34 6PX



# THE MYTON HOSPICES

## TRUSTEES' RESPONSIBILITIES IN THE PREPARATION OF FINANCIAL STATEMENTS

31 March 2012

---

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

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and the group and of the incoming resources and application of resources, including the income and expenditure, of the charitable group 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 in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company 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 charitable company and the group and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charity's website.

Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

# THE MYTON HOSPICES

## INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE MYTON HOSPICES

---

We have audited the financial statements of The Myton Hospices for the year ended 31 March 2012 which comprise the Group Statement of Financial Activities, the Group Summary Income and Expenditure Account, the Group and Company Balance Sheets, the Group Cash Flow Statement and the related notes numbered 1 to 15.

The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

### **Respective responsibilities of trustees and auditor**

As explained more fully in the Statement of Trustees' Responsibilities, the trustees (who are also the directors of the charitable company for the purpose of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

### **Scope of the audit of the financial statements**

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the directors; and the overall presentation of the financial statements.

In addition, we read all the financial and non-financial information in the Trustees' Annual Report to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

### **Opinion on financial statements**

In our opinion the financial statements:

- give a true and fair view of the state of the group's and the charitable company's affairs as at 31 March 2012 and of the group's incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.



# THE MYTON HOSPICES

## INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE MYTON HOSPICES ( continued)

---

### Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Trustees Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

### Matters on which we are required to report by exception

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

- the parent charitable company has not kept adequate accounting records; or
- the parent charitable company financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

  
Helen Drew

Senior Statutory Auditor

For and on behalf of

**Crowe Clark Whitehill LLP**

Statutory Auditor

**Midlands**

Black Country House

Round Green Road

Oldbury

West Midlands B69 2DG

Date: 12/7/12 .

# THE MYTON HOSPICES

## CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES

### for the year ended 31 March 2012

	Note	Unrestricted funds £	Restricted funds £	Total 2012 £	Total 2011 £
<b>Incoming resources</b>					
Incoming resources from generated funds:					
Voluntary income					
- Donations and grants		1,940,361	94,268	2,034,629	2,000,463
- Legacies		1,235,402	-	1,235,402	1,700,944
Activities for generating funds:					
- Retail income	14	1,667,877	-	1,667,877	1,301,731
- Lottery income	14	1,554,782	-	1,554,782	1,412,042
- Investment income	2	66,645	-	66,645	50,218
Incoming resources from charitable activities:					
- NHS grants & contracts for patient care		2,141,748	-	2,141,748	1,966,575
<b>Total incoming resources</b>		<b>8,606,815</b>	<b>94,268</b>	<b>8,701,083</b>	<b>8,431,973</b>
<b>Resources expended</b>					
Costs of generating funds:					
- Fundraising costs		645,210	-	645,210	587,218
- Retail costs	14	1,255,157	-	1,255,157	986,788
- Lottery costs	14	800,342	-	800,342	712,358
- Investment management fees		(5,774)	-	(5,774)	18,344
Charitable activities:					
- Residential and day care costs		6,113,540	45,053	6,158,593	5,717,477
Governance costs		11,617	-	11,617	8,100
<b>Total resources expended</b>	3	<b>8,820,092</b>	<b>45,053</b>	<b>8,865,145</b>	<b>8,030,285</b>
<b>Net incoming/(outgoing) resources before transfers being net income for the year</b>					
		(213,277)	49,215	(164,062)	401,688
Transfer between funds		5,010	(5,010)	-	-
<b>Net incoming/(outgoing) resources before other recognised gains and losses</b>		<b>(208,267)</b>	<b>44,205</b>	<b>(164,062)</b>	<b>401,688</b>
<b>Unrealised gains/ ( losses) on revaluation of investments</b>					
	7	(9,447)	-	(9,447)	71,361
<b>Net movement in funds</b>		<b>(217,714)</b>	<b>44,205</b>	<b>(173,509)</b>	<b>473,049</b>
Total funds brought forward	11	13,093,567	136,084	13,229,651	12,756,602
<b>Total funds carried forward</b>	11	<b>12,875,853</b>	<b>180,289</b>	<b>13,056,142</b>	<b>13,229,651</b>

The Statement of Financial Activities includes all gains and losses in the year. All incoming resources and resources expended are derived from continuing activities.

No separate statement of total recognised gains and losses is required as all gains and losses recognised in the year are included in the consolidated statement of financial activities

The notes on pages 16 to 30 form part of these financial statements

# THE MYTON HOSPICES

## BALANCE SHEETS

31 March 2012

Registered Company No. 1628455

	Note	Group		Charity	
		2012 £	2011 £	2012 £	2011 £
<b>Fixed assets</b>					
Tangible assets	6	9,703,274	10,023,191	9,583,264	9,915,668
Investments	7	2,200,411	2,199,337	2,200,411	2,199,337
		<u>11,903,685</u>	<u>12,222,528</u>	<u>11,783,675</u>	<u>12,115,005</u>
<b>Current assets</b>					
Stock	8	37,621	37,601	28,258	26,481
Debtors	9	325,284	453,619	269,325	349,655
Cash at bank and in hand		2,736,950	2,363,114	2,582,182	2,305,033
		<u>3,099,855</u>	<u>2,854,334</u>	<u>2,879,765</u>	<u>2,681,169</u>
<b>Creditors:</b> amounts falling due within one year	10	(1,947,398)	(1,847,211)	(1,561,945)	(1,521,170)
<b>Net current assets</b>		<u>1,152,457</u>	<u>1,007,123</u>	<u>1,317,820</u>	<u>1,159,999</u>
<b>Net assets</b>		<u>13,056,142</u>	<u>13,229,651</u>	<u>13,101,495</u>	<u>13,275,004</u>
<b>Income funds</b>					
Restricted funds	11	180,289	136,084	180,289	136,084
Unrestricted funds	11	12,875,853	13,093,567	12,921,206	13,138,920
<b>Total funds</b>	11	<u>13,056,142</u>	<u>13,229,651</u>	<u>13,101,495</u>	<u>13,275,004</u>

The financial statements on pages 12 to 30 were approved by the Board of Trustees and authorised for issue on 12<sup>th</sup> July 2012 and are signed on its behalf by:



A D Meehan  
Chairman

The notes on pages 16 to 30 form part of these financial statements.

# THE MYTON HOSPICES

## CONSOLIDATED CASHFLOW STATEMENT

### for the year ended 31 March 2012

	2012	2011
	£	£
<b>Reconciliation of changes in resources to net cash inflow/(outflow) from operating activities</b>		
Net incoming/(outgoing) resources	(164,062)	401,688
Depreciation	453,902	418,837
Gift of investment	-	(67,500)
Decrease/(increase) in stock	(20)	1,132
Decrease/(Increase) in debtors	128,335	598,565
Increase in creditors	100,187	52,457
Interest received	(6,633)	(7,031)
Dividends received	(60,012)	(43,187)
	<hr/>	<hr/>
<b>Net cash inflow/(outflow) from operating activities</b>	451,697	1,354,961
<b>Returns on investments and servicing of finance</b>	66,645	50,218
<b>Capital expenditure and financial investment</b>		
Purchase of tangible fixed assets	(133,984)	(335,862)
Net proceeds from purchase and sale of fixed asset investments	(10,522)	(27,037)
	<hr/>	<hr/>
	(144,506)	(362,899)
<b>Increase in cash</b>	373,836	1,042,280
Cash at 31 March 2011	2,363,114	1,320,834
	<hr/>	<hr/>
<b>Cash at 31 March 2012</b>	2,736,950	2,363,114
	<hr/>	<hr/>

The notes on pages 16 to 30 form part of these financial statements

# THE MYTON HOSPICES

## CONSOLIDATED CASHFLOW STATEMENT (continued) for the year ended 31 March 2012

---

### NOTES ON THE CASHFLOW STATEMENT For the year ended 31 March 2012

Returns on Investments and servicing of finance	2012 £	2011 £	
Interest received	6,633	7,031	
Dividends received	60,012	43,187	
	<hr/>	<hr/>	
	66,645	50,218	
	<hr/>	<hr/>	
Analysis of changes in net funds during the year			
	31 March 2011 £	Cashflows £	31 March 2012 £
Cash at bank and in hand	2,363,114	373,836	2,736,950
	<hr/>	<hr/>	<hr/>

# THE MYTON HOSPICES

## NOTES ON FINANCIAL STATEMENTS

### for the year ended 31 March 2012

---

#### 1 Accounting policies

##### **Basis of preparation**

The financial statements have been prepared under the historical cost convention, as modified by the inclusion of fixed asset investments at market value and in accordance with the Companies Act 2006 and the Statement of Recommended Practice (SORP), "Accounting and Reporting by Charities" issued in March 2005.

The Statement of Financial Activities and group balance sheet consolidate the financial statements of the charity and its subsidiary undertakings. The results of the subsidiaries are consolidated on a line by line basis.

No separate Statement of Financial Activities or Summary Income and Expenditure account are presented for the parent undertaking as provided by Section 408 of the Companies Act 2006 and paragraph 397 of the SORP. Net movement in funds for the Parent Charity for the year ended 31 March 2012 were £(173,509)

##### **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 charity 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 charity for particular purposes.

##### **Incoming resources**

All incoming resources are included in the Statement of Financial Activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Voluntary income is received by way of grants, donations, legacies and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant. Income is deferred only when the provider specifies that the grant must be used in future periods.
- Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.
- Clothing and other items donated for resale through the charity's shops are included as incoming resources within activities for generating funds when they are sold.
- Investment income is included when receivable.

# THE MYTON HOSPICES

## NOTES ON FINANCIAL STATEMENTS

### for the year ended 31 March 2012

---

#### 1 Accounting policies (continued)

##### Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates:

- Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes including the charity's shops and Lottery.
- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.
- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees.
- All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly. Remaining support costs are all charged to charitable expenditure since those relating to fundraising and governance are considered immaterial.

##### Investments

Investments are stated at market value at the balance sheet date. The Statement of Financial Activities includes the net gains and losses arising on revaluations and disposals throughout the year.

##### Stocks

Stocks are valued at the lower of cost and net realisable value. Net realisable value is based on estimated selling price less the estimated cost of disposal. Provision is made for obsolete and slow moving items.

##### Pension costs

Retirement benefits to employees are provided by way of the two pension schemes as set out in Note 4. Contributions to both schemes are charged in the Statement of Financial Activities as they fall due. Differences between contributions payable in the year and contributions actually paid are included within accruals in the balance sheet.

##### Operating leases

Rentals applicable to operating leases are charged in the Statement of Financial Activities over the period in which the cost is incurred.

##### Tangible fixed assets

Tangible fixed assets are stated at historical cost less accumulated depreciation. Depreciation of fixed assets is charged by annual instalments commencing with the year of acquisition at rates estimated to write off their cost less any residual value over their expected useful lives which are as follows:

Freehold property	20 - 40 years
Long leasehold property	Over period of lease or 50 years whichever is less
Property improvements	3 to 10 years
Furniture, equipment & vehicles	3 to 10 years
Computer and office equipment	3 to 10 years
Shop and office fittings	Over period of lease

Assets in the course of construction are not depreciated.

Assets costing less than £2,000 per individual item are written off in the Statement of Financial Activities in the period of acquisition.

**THE MYTON HOSPICES**  
**NOTES ON FINANCIAL STATEMENTS**  
**for the year ended 31 March 2012**

**2 Investment income**

	<b>2012 £</b>	<b>2011 £</b>
Interest receivable	6,633	7,031
Dividends receivable	60,012	43,187
	<u>66,645</u>	<u>50,218</u>

**3 Analysis of total resources expended**

	<b>Staff costs £</b>	<b>Support costs £</b>	<b>Direct costs £</b>	<b>Depreciation £</b>	<b>2012 Total £</b>	<b>2011 Total £</b>
<b>Cost of generating funds</b>						
Fundraising costs	496,309	146,725	923	1,253	645,210	587,218
Retail costs	686,266	488,782	43,553	36,556	1,255,157	986,788
Lottery costs	184,456	-	615,886	-	800,342	712,358
Investment management fees	-	-	(5,774)	-	(5,774)	18,344
	<u>1,367,031</u>	<u>635,507</u>	<u>654,588</u>	<u>37,809</u>	<u>2,694,935</u>	<u>2,304,708</u>
<b>Charitable expenditure</b>						
Costs of activities in Furtherance of the charity's objectives:						
Patient care	4,577,938	603,092	513,818	416,093	6,110,941	5,677,441
Training	-	-	47,652	-	47,652	40,036
	<u>4,577,938</u>	<u>603,092</u>	<u>561,470</u>	<u>416,093</u>	<u>6,158,593</u>	<u>5,717,477</u>
<b>Governance costs</b>						
Audit fees	-	-	11,617	-	11,617	8,100
	<u>-</u>	<u>-</u>	<u>11,617</u>	<u>-</u>	<u>11,617</u>	<u>8,100</u>
<b>Total resources expended</b>	<u>5,944,969</u>	<u>1,238,599</u>	<u>1,227,675</u>	<u>453,902</u>	<u>8,865,145</u>	<u>8,030,285</u>



# THE MYTON HOSPICES

## NOTES ON FINANCIAL STATEMENTS

### for the year ended 31 March 2012

---

#### 3 Analysis of total resources expended

	2012 £	2011 £
<b>Charitable expenditure:</b>		
<b>Support costs</b>		
Premises costs	160,992	158,357
Travelling and subsistence	52,800	55,613
Office costs	152,391	126,763
Repairs and renewals	172,742	196,412
Legal and professional	21,828	27,119
Staff recruitment	16,332	31,281
Other costs	26,007	16,715
	<hr/>	<hr/>
	603,092	612,260
	<hr/>	<hr/>
<b>Charitable expenditure</b>	<b>2012</b>	<b>2011</b>
<b>Direct costs</b>	<b>£</b>	<b>£</b>
Drugs	249,030	234,284
Medical supplies	107,900	112,977
Cleaning and laundry	50,294	47,208
Catering	82,134	75,766
Small equipment	24,460	11,170
Training	47,652	40,036
	<hr/>	<hr/>
	561,470	521,441
	<hr/>	<hr/>

# THE MYTON HOSPICES

## NOTES ON FINANCIAL STATEMENTS

### for the year ended 31 March 2012

#### 4 Staff costs

	2012 £	2011 £
Wages and salaries	4,960,078	4,466,125
Social security costs	401,748	355,686
Other pension costs	233,293	222,060
Contracted medical staff*	349,850	275,360
	<u>5,944,969</u>	<u>5,319,231</u>

\* Certain members of our medical team are employed by the NHS and their time spent working for The Myton Hospices is invoiced to the charity.

	2012	2011
Average number employed	271	255
Employees earning more than £60,000		
£60,000-£70,000	3	1
£70,001-£80,000	1	1
£80,001- £90,000	2	-
£90,001-£100,000	-	1

Included in the above are pension contributions of £27,056 (2011: £8,880).

The number of higher paid staff accruing retirement benefits was 4 (2011: 1).

	£	£
<b>Trustees' emoluments and expenses</b>	-	-

#### Pension costs

Staff previously employed by the National Health Service and who were members of the NHS Superannuation Scheme continue to be members of that scheme. The NHS scheme is a defined benefit scheme. This is a multi employer pension scheme based on final pensionable pay, contributions being charged to the SOFA so as to spread the cost of pensions over employees' working lives with the company. Because we are unable to identify our share of the scheme's liabilities and assets on a consistent and reasonable basis, the scheme is accounted for as a defined contribution scheme.

Details of the benefits payable under these provisions can be found on the NHS Pensions website at [www.pensions.nhsbsa.nhs.uk](http://www.pensions.nhsbsa.nhs.uk).

The employer's contribution to the scheme is 14% (2011 14%) of pensionable pay.

# THE MYTON HOSPICES

## NOTES ON FINANCIAL STATEMENTS

### for the year ended 31 March 2012

---

#### Pension costs (continued)

All other staff may opt to join a separate defined contribution pension scheme, the assets of which are held separately from those of the charity in independently administered funds. The employer's contribution to this scheme is 7% (2011 7%) of pensionable pay.

The pensions cost charges, representing employer's contributions payable to both schemes, amounted to £233,293 (2011: £220,060). Contributions totalling £32,779 (2011: £34,373) were payable at year end and are included in creditors.

Future contributions are expected to be at a similar level.

No Trustee qualified for benefits under either of these schemes.

	2012 £	2011 £
<b>5 Net (outgoing)/incoming resources</b>		
Net (outgoing)/incoming resources is stated after charging/(crediting):		
Auditors' remuneration - Audit		
- Charity (including irrecoverable VAT)	9,337	8,100
- Subsidiary undertakings	6,472	9,958
Auditors' remuneration – other services		
- charity	2,280	6,600
- subsidiary undertakings	6,855	-
	<hr/>	<hr/>
Depreciation of tangible fixed assets - owned assets	453,902	418,837
	<hr/>	<hr/>
Operating leases		
- other	37,747	37,440
- land and buildings	266,973	230,445
Profit on disposal of fixed assets	-	(1,110)
	<hr/>	<hr/>

## 6 Tangible fixed assets

	Freehold property £	Long leasehold property £	Furniture, equipment & vehicles £	Computer & office equipment £	Shop & office fittings £	Total £
<b>GROUP Cost</b>						
31 March 2011	3,146,789	7,740,958	754,709	173,934	184,002	12,000,392
Additions	4,518	12,114	46,331	21,978	49,043	133,984
Disposals	-	-	-	-	-	-
	<u>3,151,307</u>	<u>7,753,072</u>	<u>801,040</u>	<u>195,912</u>	<u>233,045</u>	<u>12,134,376</u>
<b>Depreciation</b>						
31 March 2011	926,905	470,608	408,287	86,413	84,988	1,977,201
Charge for the year	88,960	228,740	75,852	29,173	31,176	453,901
On disposals	-	-	-	-	-	-
	<u>1,015,865</u>	<u>699,348</u>	<u>484,139</u>	<u>115,586</u>	<u>116,164</u>	<u>2,431,102</u>
<b>Net book amount</b>						
31 March 2012	<u>2,135,442</u>	<u>7,053,724</u>	<u>316,901</u>	<u>80,326</u>	<u>116,881</u>	<u>9,703,274</u>
31 March 2011	2,219,884	7,270,350	346,422	87,521	99,014	10,023,191

	Freehold property £	Long leasehold property £	Furniture and equipment £	Computer and office equipment £	Total £
<b>CHARITY Cost</b>					
1 April 2011	3,146,789	7,735,958	725,596	171,719	11,780,062
Additions	4,518	12,114	46,331	21,978	84,941
Disposals	-	-	-	-	-
31 March 2012	3,151,307	7,748,072	771,927	193,697	11,865,003
<b>Depreciation</b>					
1 April 2011	926,905	465,608	386,524	85,357	1,864,394
Charge for the year	88,960	228,740	70,952	28,693	417,345
Disposals	-	-	-	-	-
31 March 2012	1,015,865	694,348	457,476	114,050	2,281,739
<b>Net book amount</b>					
31 March 2012	2,135,442	7,053,724	314,451	79,647	9,583,264
31 March 2011	2,219,884	7,270,350	339,072	86,362	9,915,668

At 31 March 2012 the Group had capital commitments of £927 (2011: £NIL).

# THE MYTON HOSPICES

## NOTES ON FINANCIAL STATEMENTS

### for the year ended 31 March 2012

#### 7 Fixed assets – investments

	2012 £	2011 £
<b>Group and charity</b>		
UK listed investments		
Market value at 1 April	2,131,837	2,033,434
Additions during the year	331,608	39,432
Proceeds from disposals	(321,087)	(12,390)
Net (loss) / gain on revaluation	(9,447)	71,361
	<hr/>	<hr/>
Listed investment Market value at 31 March	2,132,911	2,131,837
Investment land	67,500	67,500
	<hr/>	<hr/>
	2,200,411	2,199,337
	<hr/>	<hr/>
Historical cost at 31 March - Unlisted	1,994,969	1,912,298
- Land	67,500	67,500
	<hr/>	<hr/>
	2,062,469	1,979,798
	<hr/>	<hr/>
	2012 £	2011 £
<b>UK listed investments are represented by:</b>		
Fixed interest securities	237,987	207,273
Equities	456,718	531,233
Investment trusts and similar funds	1,438,206	1,393,331
	<hr/>	<hr/>
	2,132,911	2,131,837
	<hr/>	<hr/>

The investments are held primarily to provide a return for the charity.

The following investments represented more than 5% of the portfolio:

	2012 £	2011 £
Barclays Bank Plc 5Y GBP CAP	270,940	260,226
Barclays Wealth Global Beta	1,032,863	1,044,576
	<hr/>	<hr/>

**THE MYTON HOSPICES**  
**NOTES ON FINANCIAL STATEMENTS**  
**for the year ended 31 March 2012**

8	Stock	Group		Charity	
		2012 £	2011 £	2012 £	2011 £
	Consumables	28,258	26,481	28,258	26,481
	Goods for resale	9,363	11,120	-	-
		<u>37,621</u>	<u>37,601</u>	<u>28,258</u>	<u>26,481</u>

**9 Debtors**  
amounts falling due within one year:

	Group		Charity	
	2012 £	2011 £	2012 £	2011 £
Trade debtors	27,	134,739	27,096	134,739
Income tax recoverable	13,	25,202	12,917	25,055
Value added tax recoverable	21,	31,415	9,726	-
Amount owed by group undertakings		-	44,487	8,756
Other debtors	3,	-	3,990	-
Prepayments	162,	138,727	74,331	57,569
Accrued income	96,	123,536	96,778	123,536
	<u>325,</u>	<u>453,619</u>	<u>269,325</u>	<u>349,655</u>

**10 Creditors:**  
amounts falling due within one year:

	Group		Charity	
	2012 £	2011 £	2012 £	2011 £
Trade creditors	321,229	232,642	236,026	166,059
Amount due to group undertakings	-	-	983	24,194
Other taxation and social security	129,679	109,674	129,679	109,674
Other creditors	41,022	51,816	41,018	51,811
Accruals	407,017	329,160	264,239	178,051
Deferred income	1,048,451	1,123,919	890,000	991,381
	<u>1,947,398</u>	<u>1,847,211</u>	<u>1,561,945</u>	<u>1,521,170</u>

# THE MYTON HOSPICES

## NOTES ON FINANCIAL STATEMENTS

### for the year ended 31 March 2012

Deferred income	Group		Charity	
	2012 £	2011 £	2012 £	2011 £
Brought forward	1,123,919	892,554	991,381	760,000
Released to Statement of Financial Activities	(1,113,919)	(882,554)	(981,381)	(750,000)
Deferred income received in year	1,038,451	1,113,919	880,000	981,381
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
Carried forward	1,048,451	1,123,919	890,000	991,381
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>

Deferred income includes NHS grant for 2012/13 of £880,000; lottery income received in advance by Myton Hospice (Promotions) Limited of £158,451 and NHS IT development grant of £10,000.

## 11 Statement of Funds

Group	Brought forward £	Income £	Expenditure £	Investment (losses)/ gains £	Transfers £	Carried Forward £
<b>General funds</b>	871,039	8,546,803	(8,410,364)	-	(35,310)	972,168
<b>Designated funds</b>						
Fixed assets fund	10,023,191	-	(415,502)	-	95,585	9,703,274
Investment fund	2,199,337	60,012	5,774	(9,447)	(55,265)	2,200,411
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
<b>Total unrestricted funds</b>	13,093,567	8,606,815	(8,820,092)	(9,447)	5,010	12,875,853
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
<b>Restricted funds</b>						
Other donations for specific purposes	136,084	94,268	(45,053)	-	(5,010)	180,289
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
<b>Total restricted funds</b>	136,084	94,268	(45,053)	-	(5,010)	180,289
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
<b>Total funds</b>	13,229,651	8,701,083	(8,865,145)	(9,447)	-	13,056,142
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>

# THE MYTON HOSPICES

## NOTES ON FINANCIAL STATEMENTS

### for the year ended 31 March 2012

---

#### 11 Statement of Funds (continued)

##### Designated funds

###### - Fixed assets fund

A large part of the unrestricted funds of the charity are represented by tangible fixed assets (mainly land and buildings) required for the charity to continue operating. As these assets are considered not normally realisable, the Trustees have designated funds equal to their book value.

###### - Investment fund

In the year ended 31 March 2001, the Trustees set aside £2,000,000 in an investment fund with the aim of providing a regular source of income each year. Gains and losses on the investments held are credited or charged to the fund each year and the year end balance equals the market value of investments held.

##### Restricted Funds

###### - Specific Purposes fund

Various donations received for other specific purposes laid down by the donors are carried forward as restricted funds until spent. The majority of the Fund comprises funding for End of Life Care Education and the HIEC research project.



**THE MYTON HOSPICES**  
**NOTES ON FINANCIAL STATEMENTS**  
**for the year ended 31 March 2012**

**12 Analysis of group net assets between funds**

	<b>Tangible fixed assets £</b>	<b>Investments £</b>	<b>Net current assets £</b>	<b>Total net assets £</b>
<b>Restricted funds</b>				
Other donations for specific use	-	-	180,289	180,289
	-	-	180,289	180,289
<b>Unrestricted funds</b>				
<b>Designated</b>				
Fixed Asset Fund	9,703,274	-	-	9,703,274
Investment fund	-	2,200,411	-	2,200,411
	9,703,274	2,200,411	-	11,903,685
<b>General fund</b>	-	-	972,168	972,168
	9,703,274	2,200,411	972,168	12,875,853
<b>Total funds 2012</b>	9,703,274	2,200,411	1,152,457	13,056,142
Total funds 2011	10,023,191	2,199,337	1,007,123	13,229,651

**13 Guarantees and other financial commitments**

As at 31<sup>st</sup> March 2012, the Group had annual commitments under non-cancellable operating leases as follows:

	<b>2012 Land and Buildings £</b>	<b>2012 Other £</b>	<b>2011 Land and buildings £</b>	<b>2011 Other £</b>
<b>Expiring</b>				
Within one year	60,026	-	46,450	-
Within two to five years	118,520	43,063	117,796	40,207
After five years	113,100	-	77,000	-
	291,646	43,063	241,246	40,207

# THE MYTON HOSPICES

## NOTES ON FINANCIAL STATEMENTS

### for the year ended 31 March 2012

---

#### 14 Subsidiary companies

The issued share capital of Myton Hospice (Promotions) Limited and Myton Hamlet Hospice Development Limited is held by nominees of the Charity. These companies, registered in England, are also therefore considered subsidiary undertakings of the Charity.

The Trust has taken advantage of the exemption not to disclose any transactions with its two subsidiary companies conferred by Financial Reporting Standard No. 8 on the grounds that the companies are 100% owned and their results are included in the consolidated financial statements which are publicly available.

Myton Hospice (Promotions) Limited operates charity shops and a lottery to raise funds for the Charity. The company pays its taxable profits to the Charity by way of Gift Aid. A summary of its trading results is shown below. In addition, the company processed sales of £408,298 (2011:£276,014) relating to donated goods sold under the retail Gift Aid scheme. These figures are included as retail income on the Statement of Financial Activities.

	2012 £	2011 £
<b>Myton Hospice (Promotions) Limited</b>		
Turnover	2,814,361	2,437,759
Cost of sales	(615,584)	(574,777)
	<hr/>	<hr/>
Gross profit	2,198,777	1,862,982
Administration expenses	(1,439,915)	(1,124,369)
Investment income	-	-
	<hr/>	<hr/>
Net profit	758,862	738,613
Amount donated to The Myton Hospices	(758,862)	(738,613)
	<hr/>	<hr/>
Deficit retained in subsidiary	-	-
	<hr/>	<hr/>
Net liabilities at year end	(45,352)	(45,352)
	<hr/>	<hr/>

# THE MYTON HOSPICES

## NOTES ON FINANCIAL STATEMENTS

### for the year ended 31 March 2012

---

#### 14 Subsidiary companies (continued)

##### Myton Hamlet Hospice Development Limited

Myton Hamlet Hospice Development Limited develops and builds properties which are then sold to the Charity. During the year, the company issued a credit against assets constructed for £(1,547) (2011: £15,679) resulting in a profit for the year of £Nil (2011: profit £Nil). The net assets of the company at the year end were £2 (2011: £2).

Audited financial statements for both subsidiary companies are filed with the Registrar of Companies.

The results of all subsidiaries have been consolidated on a line for line basis in the Statement of Financial Activities.

#### 15 Related party transactions

A Trustee, Mr D J Moon was a Director of South Warwickshire NHS Foundation Trust between 1<sup>st</sup> April and 19<sup>th</sup> August 2011. The value of the services received from South Warwickshire NHS Foundation Trust during that period was £96,240 (2011: £316,511 full year).

A Trustee, Mr R H Q B Moon, is a partner of Blythe Liggins. The value of the legal services provided by Blythe Liggins during the year was £11,095 (2011: £2,449). An amount of £959 was outstanding at 31 March 2012 (2011: £ nil).

A Trustee, Mr T C I McKenzie, is a partner of Wright Hassall LLP. The value of legal services provided by Wright Hassall LLP during the year was £737 (2011: £ nil). An amount of £180 was outstanding at 31 March 2012 (2011: £ nil).

The Trustees are satisfied that the above related party transactions were at arms length.

