

**Registered Number: 1628455**  
**Charity number: 516287**

**THE MYTON HOSPICES**  
**(A company limited by guarantee)**

**TRUSTEES REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**THE MYTON HOSPICES**  
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**REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND  
ADVISERS FOR THE YEAR ENDED 31 MARCH 2021**

**Trustees**

Mr K W Demian, Chairman (appointed Chairman from 23 September 2020)  
Mr N C Hunter, (resigned 23 September 2020)  
Mr K Beer-Jones  
Mrs M Morris (deceased 7 January 2021)  
Dr V Robson  
Mr P D Taylor  
Mrs N Virani-Bland  
Mr J Astbury  
Mrs S Faulkner  
Mr M Iredale (appointed 23 September 2020)

**Company registered number**  
1628455

**Charity registered number**  
516287

**Registered office**  
Myton Lane, Warwick, CV34 6PX

**Company secretary**  
Mrs G Morgan

**Chief executive officer**  
Mrs R Freeman

**Senior management team**  
Mrs R Freeman, Chief Executive  
Mrs S MacLaran, Medical Director  
Mrs M Linnane, Director of Nursing & Care Services  
Mrs G Morgan, Director of Finance and Facilities & Company Secretary  
Mr D Pratt, Director of Strategy and Business Development  
Mr G Etule, Director of Human Resources (resigned June 2020)  
Miss C Ingram, Director of Income Generation

**Independent auditor**  
Harrison, Beale and Owen Limited, Highdown House, Leamington Spa, CV31 1XT

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

**Solicitors**  
Wright Hassall, Olympus Avenue, Leamington Spa, CV34 6BF

**Investment Managers**  
Brewin Dolphin, 9 Colmore Row, Birmingham, B3 2BJ

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**TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2021**

The Trustees (who are also directors of the charity for the purposes of the Companies Act) present their annual report together with the audited financial statements of The Myton Hospices (the company and the group) for the 1 April 2020 to 31 March 2021.

The Trustees confirm that the Annual report and financial statements of the company and the group comply with the current statutory requirements, the requirements of the company and the group's governing document and the provisions of the Statement of Recommended Practice (SORP), applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

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.

**Objectives and Activities**

**a. POLICIES AND OBJECTIVES**

**Our Vision**

Myton Hospice believes everyone across Coventry and Warwickshire should live well towards the end of their life and have the right to a good, natural death, the way they want it to be and with their loved ones supported.

**Our Mission**

The Myton team provide high quality specialist care to people whose condition no longer responds to curative treatment, from diagnosis to death. We aim to meet their physical, psychological, spiritual and social needs and ensure their families are supported both through and after this difficult time. We are committed to training, supporting and encouraging other care providers to practise good palliative care.

**b. STRATEGIES FOR ACHIEVING OBJECTIVES**

**Our Strategy**

Our strategy for 2020-2023 was launched pre the pandemic, and focuses on five strategic themes:

- People
- Responsiveness
- Engagement
- Community
- Sustainability

**c. ACTIVITIES FOR ACHIEVING OBJECTIVES**

**Our services**

Care and support for our patients and their families is currently delivered in the following ways:

- 12 bedded inpatient unit at Warwick Myton Hospice.
- 16 bedded inpatient unit at Coventry Myton Hospice.
- 24/7 Hospice at Home team covering the Rugby, Warwick & Leamington Spa areas.
- Counselling Service operating across all 3 sites.
- Lymphoedema Service, mainly for those with secondary disease due to cancer, living within Coventry and Warwickshire.
- Complementary Therapy service operating across all three sites for patients.

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**FOR THE YEAR ENDED 31 MARCH 2021**

- Physiotherapy, and Occupational Therapy services, including outpatient services, operating across all three sites.
- Spiritual support across all three sites.
- Wellbeing Services
- Living Well Service
- Fatigue and Breathlessness Programme (FAB)

Our services have adapted in the past year due to the pandemic.

During the pandemic patients were not able to come into the Hospice for support through our day units. As a result we found alternative approaches to supporting our patients and their carers through the pandemic. We introduced virtual support, with a registered nurse contacting patients and carers regularly to offer advice and guidance. This support was not always clinical in nature, but it provided patients and their families help and advice at a time when they could have become very isolated. This was well received by our service users who reported that they liked regular contact with someone who understood their situation.

Following the initial lockdown in March, the decision was made that we would not re-open the day unit services in the same way, but we will introduce Wellbeing services which will work within patients homes, within the Hospice and will continue to offer telephone support.

During the pandemic we realised that by regularly contacting patients and families by telephone and remotely we were able to better understand their changing needs. It also means that we can support them from the minute they become known to us right until the end of their life - most importantly we recognised we will never have to discharge a patient again

**Our Strategy**

Our strategy was written pre the pandemic, yet the five themes within the strategy proved to be evident and key to our way of working throughout the pandemic.

**People**

*Our People are the most important resource and attracting and retaining the best talent is our goal. We will continue our focus on Equality, Diversity and Inclusion, health and wellbeing, and learning and development.*

During a difficult year throughout the pandemic we have made a huge effort to support our staff, those on the frontline, as well as those whom were furloughed and shielding, all of which were affected by the pandemic and all in different ways. We provided varying health and wellbeing events to ensure that there was something suitable for everyone and at a time that was convenient. Events included online quiz nights, exercise classes via zoom, and lunches for furloughed staff to stay in contact. Some of these events have continued and will remain in place as life returns to some sort of normality.

**Responsiveness**

*In recent years we have made great progress in becoming more patient focused and worked hard to make our services more flexible. We will continue to look for opportunities to take our services where they are needed and to make changes if they improve accessibility and equity.*

During the pandemic we responded to the unprecedented demands of the NHS and allowed them to occupy our Warwick Hospice In patient unit so that they could use the ward as a step down unit for COVID-19 patients.

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**FOR THE YEAR ENDED 31 MARCH 2021**

We also moved our nursing resources to the Hospice @ Home services so that registered nurses were able to support more complex patients in their homes during the pandemic. Our approach was one of responsiveness to the pandemic and our services adapted to the need of our patients with considering all that the lockdown situations entailed.

**Engagement**

*To help our teams deliver more care and support to the people who need us we will engage widely with individuals, volunteers, groups, organisations, local authorities, and health and social care professionals who can help us make it happen using their affluence and influence.*

During the last year we have engaged with many external organisations and individuals as we needed help to ensure that the Hospice came through the pandemic, and remained sustainable for the future.

We engaged with Hospice UK whom in turn lobbied the government for financial support for Hospices throughout the pandemic, this was successful and Hospices benefitted from £200 million of funding per quarter to hospices to help support the NHS and respond to the COVID-19 emergency. The Myton Hospices received £1,564,152 to the end of 31<sup>st</sup> March 2021.

Our local authorities were engaged and supported the Hospice financially by providing infection control grants (£102,874) and funding for the Hospice services via the better care fund (£45,500). Local authorities also issued grants in relation to the closure of retail premises (£335,197).

Our leadership team engaged with the local commissioners of End of Life services, and throughout the financial year monthly meeting were held with all of the commissioners jointly. This engagement helped the commissioners to understand the position of uncertainty that the Hospice was facing and they were able to secure additional funding in the financial year as a result to support the sustainability of Hospice services.

Our Trust fundraising team immediately engaged with the grant making organisations whom were known to the Hospice and trust fundraising income exceeded all expectations as the Hospice received an amazing amount of financial support as a result of the pandemic.

Our fundraising teams engaged further with individuals and supporters including volunteers over the phone to check in on their health and wellbeing and to thank them for their support and provide them with updates around activities at then Hospice.

**Community**

*We will always have our hospices where people can visit us for care and support but we will also look at taking our services out into the community to contact and connect with people where they are, going to them rather than expecting them to come to us.*

Our plans to work in the community commenced by expanding the Hospice at Home team during the pandemic on a temporary basis. This gave a real insight into the possibilities for the Hospice to work "outside of the Hospice walls". During 2020/21 we were delighted to be successful in the application for £100,000 from Barclays Bank for the use of purchasing vehicles in order to assist our nursing teams to deliver care within the community. Two Rav4's have been adapted

The vehicles were purchased in the financial year and are now operation in the community, while a further vehicle is being sourced to enable patients with mobility issues to be transported when required. These vehicles will assist the nursing teams in the Myton @ Home service to access patients in their own homes.

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

**Sustainability**

*To ensure the long term financial viability of the organisation we will further develop some key income streams. We will focus on legacy marketing, maximise income from trusts and grants, and build relationships with potential major givers and influencers. We will also develop income from commercial activities including our education provision. We aim to become a more environmentally sustainable organisation, ensuring our buildings are future-proofed (including Warwick Myton which we plan to update in the coming years) and using technology to support remote working and reduce travelling and improve parking at our sites. We will continue to focus on cost improvement, collaboration, and efficiency to streamline working practices and maximise spend on patient care.*

At the start of the pandemic many non-patient facing roles moved to work remotely, largely from home. The IT team moved very quickly to set up systems and processes to enable staff to work from home and communicate using different technological solutions. This is a benefit that has come out of the pandemic that will continue for the wellbeing of staff as well as the environment. The culture has changed in the last year, and the amount of travel between Hospice sites is now minimised, seeing a reduction in travel claims and a benefit to the environment.

The pandemic and resulting focus on financial sustainability resulted in a review of the Hospices income streams. The outcome was that as a charity we have a diverse portfolio of income sources, with varying risk levels. The focus on spreading the risks associated with our income will continue as we move onwards and recover from the pandemic and will shape future strategies around income.

**d. MAIN ACTIVITIES UNDERTAKEN TO FURTHER THE CHARITY'S PURPOSES FOR PUBLIC BENEFIT**

Our Charitable activities are focused on offering free care and support to patients and their families from the moment they receive a diagnosis that their illness is incurable. Referrals are accepted from a variety of sources and places allocated according to clinical need. We work closely with a range of health care professionals to ensure that the maximum benefits for the patients and the people that they love are achieved.

**STRATEGIC REPORT**

**Achievements and performance**

**a. REVIEW OF ACTIVITIES**

**In Patient Services**

Our In Patient Units (IPU) are at both our Coventry and Warwick Hospices. Our beds are available to anyone aged 18 and over who has a Coventry or Warwickshire GP, and occasionally as a charitable organisation we help patients who do not live in the area, if they express a wish to die in a hospice close to relatives who do live in the area we service.

During the pandemic our Warwick Hospice was used by the NHS as a COVID-19 step down unit between the months of April-August. This allowed the redeployment of Warwick Myton Hospice clinical staff to Coventry Myton Hospice. Strengthening the team within Coventry, was beneficial in light of staffing shortages caused by COVID-19 and resulted in being able to increase the number of available beds in Coventry to 19. The Warwick Hospice has 12 Specialist Palliative Care beds, available to palliative patients who have complex medical needs. In the financial year the IPU was closed to admissions between April - August, in the remainder of the year there were 129 admissions into the in-patient unit (2019/20 - 428).

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In Coventry IPU we have 16 beds. During 2020/21 we decided not to allocate a specific number of nurse led and medically led beds. 3 of our beds are commissioned specifically by Coventry and Rugby Clinical Commissioning Group (CCG) as nurse led beds for those patients who are dying with an anticipated decline of up to 6/8 weeks.

In the financial year there were 326 patients (2019/20 - 206) who stayed in our IPU in Coventry and occupied our specialist beds with 64% of these stays resulting in the end of life. 76 patients stayed in our Nurse Led Beds (2019/20 - 94) with 89% of these stays resulting in the end of life.

**Remote Support**

During the pandemic our patient care services adapted to the restrictions and supported our patients and their carers remotely via the phone or video. Registered nurses also contacted those patients whom would have previously attended our Day Units and provided sign posting, and advice over the phone, assisting them wherever possible on medical or social issues.

The clinical support services which offered remote support included Counselling, Fatigue and breathlessness, Living well, Physio and occupational therapy, and Psychology. In total 6,013 contacts were made, to 872 individuals.

**Myton at Home**

As a result of the closure of our Warwick In-patient unit closing early in the year, our Myton at home service adapted to meet the needs of our patients in Warwick and Leamington and registered nurses were added into the service whilst the in-patient unit was closed.

206 Patients were cared for through our Myton at Home services in the financial year, across Warwick, Leamington and Rugby (2019/20 – 167).

**Lymphoedema**

During the year our Lymphoedema service continued to support patients referred to Myton from South Warwickshire Foundation Trust and University Hospital Coventry and Warwickshire. During the period of lockdown the majority of consultations took place virtually.

The Hospice has Service Level Agreements with the two NHS trusts, and attracts an income based on the number of patients treated.

**b. ACHIEVEMENTS**

The most significant achievement during the year was that, despite the challenges presented by COVID-19, we continued to deliver services to patients and their families. We kept in-patient beds open and offered remote support to patients who would have previously accessed our out-patient services, we also redeployed a number of registered nurses into our Myton at Home Team to support more patients needing care in their own homes. We responded extremely swiftly to the uncertain situation, setting up a crisis management group on day one which steered the organisation successfully through a period of unprecedented uncertainty.



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**FOR THE YEAR ENDED 31 MARCH 2021**

The Senior Leadership Team and Board of Trustees have been extremely proud of the commitment and hard work of all of our staff during the pandemic. It has been a highly emotional year and COVID-19 has directly affected many of our staff and their families and we recognised the need to give them additional care and support as we continued to provide care for our patients and their loved ones.

The move towards virtual support of our patients was a huge culture change for Myton, however the staff quickly adapted and found that they could help more patients by doing it in this way and were able to focus their time ensuring that Myton's help was tailored to them and that it was there when it was needed.

During the year the clinical teams introduced the roles of Clinical Nurse Practitioners, whom will provide Specialist Palliative Nursing Care to our patients in the inpatient units and in patients homes as part of our Myton at Home service. The nurses in these roles will undertake training in the coming year to become clinical nurse prescribers. The roles have been recruited from within Myton where possible giving a great opportunity for experienced Myton Nurses to take on this role and progress in their career within Myton.

All non-clinical facing roles that could be undertaken from home were changed accordingly. The IT team took on the task of setting up remote working for all staff suitable to work from home, and very quickly introduced technology and systems to enable the staff to work fully remotely. Our other support services such as Facilities, Finance and HR all continued to provide their services during lockdown in order to support the clinical teams and ensure that our buildings, and staff were safe during the pandemic.

Our fundraising team performed exceptionally well during the pandemic with a reduced team they adapted to the crisis by putting on virtual events and launching an emergency appeal for funding. Our individual giving donations exceeded £1m this year for the first time ever, demonstrating the impact that our fundraisers made in such difficult times.

The Trust fundraising team excelled during the pandemic and immediately applied to every Grant Making Trust that offered crisis funding that they could identify and as a result generated income 56% over the budget set for the year.

The wellbeing of all teams was a priority with staff facing a range of difficulties during the last year. A staff wellbeing project group was formed, and they organised events for staff to join such as virtual quiz nights, virtual cocktail making sessions, exercise classes, coffee and lunch sessions for people feeling isolated at home and even a zoom session offering support for parents having to home school their children. The wellbeing project is ongoing and is continuing in the coming year as we recognise that our staff need to invest time in themselves in order to enable them to support others.

**c. FUNDRAISING ACTIVITIES**

The Myton Hospices are always conscious of minimising the costs of our fundraising activities. To ensure we are making the best use of generous donations we benchmark our different fundraising channels and techniques to ensure that they are competitive and we analyse our return on investment for each event or campaign. This data is then presented to our Income Generation sub-committee for further discussion and scrutiny. We also work hard to ensure that we can report back to our donors on the results and impact on our services that their giving achieves for the hospice. All fundraising activities are managed by the internal fundraising team who are also in contact with any volunteers or groups who fundraise on Myton's behalf.

Lottery canvassing is performed by an internal team of our own staff, and also external contractors. The staff receive an in-depth induction when they join Myton to ensure that their standards and practises when dealing with the public are to the highest standard. The performance and practices of external lottery canvassing teams are also monitored, in order to ensure that those teams represent the Hospice in the

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standards expected. Staff employed by the external companies will also visit the Hospice and undertake training from our lottery team. All complaints relating to the Lottery service are referred to the Chief Executive Officer who will then will delegate the responsibility of investigation to either the Director of Income Generation or the Lottery Manager. The Director of Income Generation and the Lottery Manager ensure that they are responded to in an appropriate manner.

**Our fundraising standards:**

The Myton Hospices are members of the Fundraising Regulator, and we abide by their Fundraising Code of Practice which covers various aspects of fundraising. We work tirelessly to protect our supporters' data, as well as evolving our systems to ensure that our supporters can choose how they would like to be contacted and with what types of communication, in compliance with the General Data Protection Regulations. For all mailings / campaigns we have a dedicated team of staff who provide the mailing lists and an electronic process that must be completed by the member of staff arranging the mailing. Data requests must include the following; name of mailing, communication type, audience targeted and rationale behind each person receiving this communication. All of this data is stored and we have a clear audit trail that can be referred back to as and when it is required. We have an Income Generation Policy and also an Ethical Fundraising Policy which the team all read and have access to and we ensure that everyone is working within these guidelines at all times. We also comply with the Gambling Commission and adhere to all of the associated codes of practice relating to our lottery promotion and indeed the operating of our weekly lottery.

**Monitoring our fundraising:**

We monitor our fundraising and lottery canvassers' practices carefully. All supporter calls, emails and letters are logged with summaries and key issues communicated back to the management team to improve future communications. We have a complaints policy that is adhered to for all complaints received and any issue is escalated to the CEO. Each issue is then investigated and the supporter is responded to accordingly.

We're very aware of the potential of fundraising to become persistent or intrusive. We have established internal standards to guide how often we contact supporters and provide clear and simple ways for them to opt out of future communications. We ask supporters for feedback on this issue and continue to monitor the issue closely. During the financial year 47 complaints were received and responded to. These complaints include feedback around lottery canvassers, incorrect information being sent to a supporter, or negative comments received following an event or fundraising activity or through an incident in one of our 24 shops.

All of our external fundraising companies have a comprehensive Myton induction before a canvasser represents Myton and we ensure they all have of the correct Myton information with them and represent Myton in an honest and open way at all times and adhere to our mission and values and behaviours. We arrange spot checks to ensure this is being undertaken and we act swiftly should Myton not be represented correctly.

Finally, we have established a policy to help us identify potentially vulnerable people, we make our asks in the most appropriate way and any concerns relating to a person's capacity and understanding of what they are being asked to support with is carefully monitored and any concerns are escalated accordingly to the Director of Income Generation. With our lottery promotion, we ensure that all of our supporters are fully understanding of our lottery ask and if we are ever concerned that an individual may be vulnerable, we would operate follow up communications to ensure the individual was happy with an agreement should they have signed up to the lottery for example before any further activity was taken (including taking a payment). We have a responsibility to ensure each entrant must be at least 16 years of age.

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**FOR THE YEAR ENDED 31 MARCH 2021**

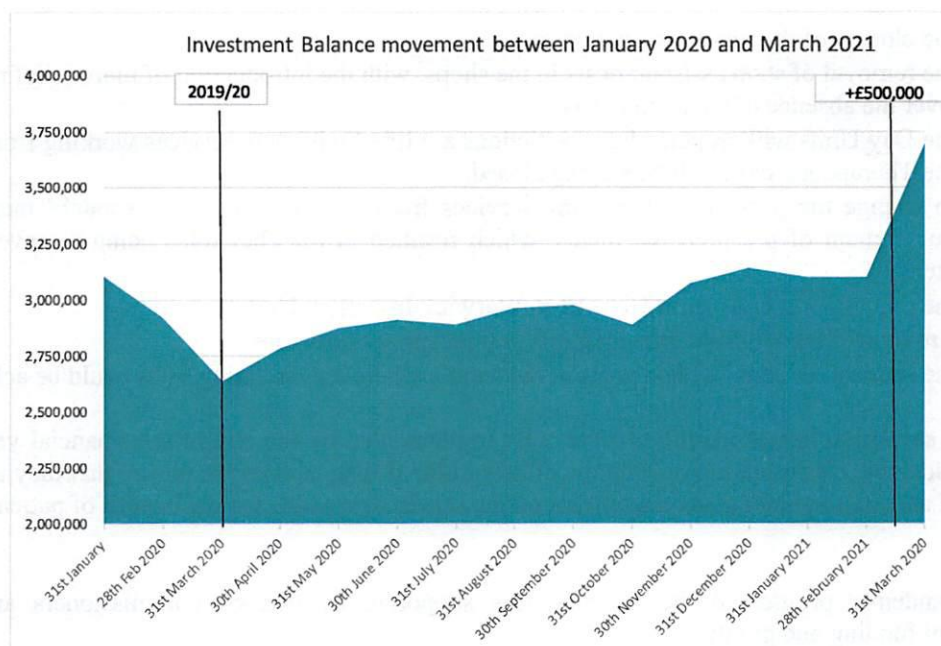
**d. INVESTMENT POLICY AND PERFORMANCE**

The value of investments is £3,701,351 (2019/20 - £2,686,386). The investment fund includes £67,500 relating to the value of the land at Braunstone of which Myton holds a share and £45,354 being the shareholdings in the Promotions Company. The remaining balance is held in a long term investment portfolio managed by Brewin Dolphin, the returns on the investments during the year are paid as an income to the charity.

The charities reserve policy states that the reserves balance is held in investments. When the cash balances of the organisation are above the levels needed in working capital the Finance and Audit Committee agree to move more funds into investments to ensure the best rate of return is generated.

The effects of the COVID-19 pandemic impacted the investment markets in the last quarter of the previous financial year, and was the main contributing factor to the investment losses in 2019/20.

During the 2020/21 the investment balance recovered gradually over the year with significant increases in the value of the portfolio when the vaccines were approved for use in the autumn of 2020. In March 2021 an additional £500,000 was transferred to the investment portfolio.



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**Financial review**

**a. 2020-21 FINANCIAL PERFORMANCE**

The Charity's Management Board agreed a deficit budget of £728k inclusive of depreciation for the year 2020/21, a net deficit budget prior to depreciation of £249k.

In March 2020 the impact of the pandemic became apparent. Fundraising events were cancelled, face to face canvassing for lottery stopped and all of the shops had to close. The impact of the pandemic was unknown, however there were concerns about the impact that the lockdown situation would have on the cash flow of the organisation.

The board of trustees and senior leadership team met regularly to discuss the financial position as the situation changed daily. Early in the year the financial sustainability of the organisation was uncertain and so senior leaders took control of budgets and limited expenditure to necessities, abandoning any plans for service expansion or nonessential capital expenditure in order to safeguard the charities financial position.

The Senior Leadership Team acted quickly and planned a savings programme which reduced the charities costs by £1.5m recurrently. The main areas of savings were:

- The closure of the retail distribution centre
- The removal of shop assistant posts in the shops, with the introduction of more relief managers to cover the absence of shop managers.
- The Day Units will reopen when restrictions are lifted with new services working from this area. The Therapeutic days will be staying closed.
- To change the provision of catering services from a 'fully cook from scratch' method to the procurement of pre prepared meals, which resulted in the chef roles being removed from the kitchens.
- The reduction of beds from 16 to 12 in Warwick In-patient Unit.
- A review of the facilities management, and receptions structure.
- The removal of some ad hoc posts in the team's where stream lining roles could be achieved.

All of the savings schemes identified were fully implemented by the end of the financial year, and the Senior Leadership Team are monitoring the effects of the decisions made to ensure that they are working as planned and are not having adverse effects on the services provided for the benefit of patients and their families.

As the pandemic progressed the Hospice was supported by donors, commissioners and through government funding and grants.

The financial year end position is a surplus of £2,397,917 (inclusive of depreciation), compared to the prior year being a net deficit of £323,794. Of the £2,397,917 surplus £560,027 relates to gains on investments, compared to £274,053 losses in the prior year. Included within the net profit are depreciation charges of £514,600 (2019/20 - £569,873).

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**Income**

**Extraordinary income**

In the financial year 2020/21 and as a result of the coronavirus pandemic the Hospice received extraordinary income from various agencies:

The government's Job Retention Scheme was utilised, with staff in many areas being furloughed during some or all of the year. In total the Hospice received £907,773 in furlough income in the year.

The Retail, Hospitality and Leisure Industry grants applied to our shops, and in the year £335,197 was received from four different local authorities as part of this scheme.

Hospice UK acted quickly on behalf of all Hospices in the UK at the start of the pandemic and appealed for funding to support Hospices during the pandemic. Hospices provide key services to patients, and continued to do so throughout the pandemic, and yet on average in England hospices only receive 32% of the funding that they need through statutory funding. The government granted £200m per quarter to be available to support Hospices. Hospice UK held the fund for this scheme and designated the funds to Hospices within the guidance set by the NHS. The Myton Hospices received £1,564,152 of funding through this grant.

Local authorities granted infection control grants to organisations such as Myton. The funding was restricted for the use on infection control measures such as PPE, and paying clinical staff full pay when they were required to isolate. Funding under this grant was received from both Coventry City Council and Warwickshire District Council and totalled £102,874.

**NHS Grant Income**

NHS Grants increased by 2.5% overall in 2020/21 to £2,654,149 from £2,589,363 in 2019/20. Included in this income was a one off grant of £200,000 from Coventry and Rugby CCG to support the Hospice through the pandemic, and an inflationary increase on the grant of £15,900 from South Warwick NHS FT.

There are three elements to the NHS funding, the main block contract with three local CCG's; Coventry and Rugby CCG (CRCCG), South Warwickshire CCG (SWCCG), and Warwickshire North CCG (WNCCG), the Myton at Home contract for the service in the Rugby area (CRCCG), and the Nurse Led Bed contract which commenced in November 2015 (CRCCG).

The Myton at Home Contract remained static (2020/21 - £154,080, 2019/20 - £154,080). The Nurse Led Bed contract with Coventry and Rugby CCG changed from funding six beds in Coventry's in-patient unit to funding only three from the 1<sup>st</sup> April 2020. Income relating to this contract in 2020/21 was £156,447 (2019/20 - £312,903).

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**Donations and Legacies**

During 2019/20 income from donations and legacies totalled £3,765,178 a 6.2% decrease on the previous year (2019/20 - £4,012,873). The reduction is reflective of the reduced numbers of patients cared for in our in-patient services. Legacies left to the hospice in 2020/21 were £1,306,513, an increase on the prior year (2019/20 - £1,143,288). Donations saw a decrease year on year with a total of £2,458,665 being donated by our supporters (2019/20 - £2,869,585).

**Trading Company Income (Myton Hospice Promotions Limited)**

Retail saw the largest impact from the pandemic with the lockdowns resulting in shop closures for a large proportion of the year. Ecommerce was an area which the team focused on, largely selling donations through eBay. 2 shops closed during the year, both Atherstone and Tile Hill shops had been performing poorly prior to the pandemic and rent reviews enabled break clauses to be exercised.

Gross retail income totalled £776,754 in 2020/21 (2019/20 - £2,274,463).

Gross income from Lottery has seen a decrease in 2020/21 to £2,160,631 (2019/20 - £2,274,750). The net contribution from our Lottery services performed well due to the level of sustainable income and the reduction in costs relating to lottery canvassing agencies. There has been a decline in playing numbers during the year due to the pandemic and the lack of opportunities to canvass for new players due to the restrictions that have been in place. The total number of lottery lines being played at the 31 March is 38,408 (2019/20 - 41,905). In a very competitive sector of charity / society lotteries, Myton still maintains the largest single hospice lottery in the UK.

**Investment Income**

Investment income decreased in 2020/21 to £70,732 (2019/20 - £89,679).

**Direct Costs of Patient Care**

Direct costs of patient care totalled £6,421,570 (2019/20 - £7,112,313). The direct costs of patient care decreased due to the closure of the in-patient unit in Warwick, and due to the closure of the day units during the pandemic. Expenditure on drugs, cleaning, catering, small equipment, training, contracted medical staff and wages and salaries were all less than the prior year.

**Indirect Patient Care Costs**

Indirect patient care costs also decreased due to the changes in services as a result of the pandemic and the savings plan being implemented during the year. Total indirect costs were £1,236,419 (2019/20- £1,324,520) a 6.7% decrease on the prior year.

**Total Funds**

At the year end, the total funds of the group stood at £14,856,785 (2019/20 - £12,458,868) including restricted funds which totalled £192,037 (2019/20 - £56,185). The assets representing each of these funds are analysed in Note 22 to the financial statements.

**b. GOING CONCERN**

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

**THE MYTON HOSPICES**  
**(A company limited by guarantee)**

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

**c. PRINCIPAL RISKS AND UNCERTAINTIES**

A risk register for the charity is maintained and reviewed by the Trustees at each committee (bi-monthly) and then annually at the Trust Board meeting. Currently the top five corporate risks are as follows:

1. **The Coronavirus pandemic.** The COVID pandemic poses multiple risks to the sustainability of our organisation, including risk to health and wellbeing of our staff and volunteers, which in turn represents a risk to service delivery. The potential of further lockdown restrictions means there is a risk to the supply of food, fuel and supplies and our ability to generate voluntary funds, which could mean risks to our short term business continuity and long term financial sustainability. The future economic outlook is a risk to the Hospice as the possibility of a recession, should it happen, will impact the Hospice.
2. **Voluntary income in the coming year.** There is some caution around the forthcoming financial year. As the lockdown restrictions are lifted there is concern that some areas of voluntary income may still take time to recover to pre-COVID levels. Overseas events have already been deferred and Hospice and third party events, if they are planned, will be for lower numbers of participants and so the income generated is likely to be less than pre-COVID levels. The lottery has provided a stable source of income for the Hospice during the year ended 31<sup>st</sup> March 2021, however playing numbers have declined throughout the year by 3,497 players. In order to maintain the stable income stream the playing numbers need to increase year on year to keep up with the attrition, yet there is concern that face to face canvassing may not be received well by the public whom are now used to socially distancing from others, and may not engage with canvassers.
3. **The resilience of the medical team.** A number of the medical team have moved on in the last few months of 2020/21. A consultant post has been advertised to fill the gap, however there has not been a suitable candidate to recruit. Alternative staffing and bed models are being considered in order to mitigate the risk of medical staff cover.
4. **Staff wellbeing and resilience following the impact of the COVID pandemic.** A large majority of staff are struggling with burn out following the pandemic. There has been a period of time where visiting of patient has been restricted during the year and the staff found it particularly difficult to care for patients whom were missing their loved ones. As the impact of the pandemic lessens in the Hospices and we prepare to go back to normal within our services the Trustees are very concerned about staff resilience. Furthermore other staff whom have been furloughed have felt guilty and found it hard to return to their roles having had long period of time out of the work place.
5. **Staff recruitment** the current recruitment market is unprecedented and there is a risk that good quality staff are not available to fill the gaps within our teams. In general the jobs market reflects a period of adjustment, and whilst the NHS organisations are seeing a good response when recruiting there are areas within the Hospice unable to attract good quality candidates to fill vacancies.

**THE MYTON HOSPICES**  
**(A company limited by guarantee)**

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

**d. RESERVES POLICY**

The reserves policy was reviewed during the year and ratified in July 2020 and states that £2.638m, representative of three months running costs of services, are held in a long term medium risk portfolio. Additional reserves are held for the purpose of a future Estates Strategy.

Total funds of the group at the year end stood at £14,856,785 (2019/20 - £12,458,868). Restricted funds totalled £192,037 (2019/20 - £56,185) and unrestricted funds totalled £14,664,748 (2019/20 - £12,402,683).

Free reserves of the group at the year end, stood at £630,154 (2019/20 - £979,435).

Designated funds totalled £14,034,594 (2019/20 - £11,423,248) which is made up of the following funds:

- fixed asset fund of £7,590,719 (2019/20 - £8,061,462),
- investment fund of £3,701,351 (2019/20 - £2,686,386),
- the service expansion fund of £142,524 (2019/20 - £155,400) and the Warwick hospice improvements fund of £500,000 (2019/20 - £75,000).

Further designated funds have been agreed as project funds for projects that the trust board have agreed will help the sustainability of the organisation financially and will extend the reach of the Hospice to those whom currently are not able to access Hospice services:

- Estates and equipment fund £100,000
- Hospice outside of the walls project £500,000
- Digital strategy and transformation project £100,000
- 4 beds in Warwick £300,000
- New income generation opportunities £100,000
- Hospice recovery from the pandemic £1,000,000

The assets representing each of these funds are analysed in Note 22 to the financial statements.

**e. PRINCIPAL FUNDING**

The Hospice is aware that the commissioning of end of life services across Coventry and Warwickshire is likely to change in the coming years as CCG's work collaboratively to commission services. Myton is ensuring its presence in these commissioning rounds, and working to protect and grow this valuable income.

Myton is also working collaboratively with other healthcare organisations and hospices to offer commissioned services where appropriate within the Coventry and Warwickshire area.

**Structure, governance and management**

**a. CONSTITUTION**

The company and the group is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association on 25th February 2009. The company and the group is constituted under a Memorandum of Association dated 25th February 2009 and is a registered charity number 516287. The principal object of the company and the group is to provide care to patients and their families in the Coventry and Warwickshire area, from the time that they receive the diagnosis that their illness is incurable.



**THE MYTON HOSPICES**  
**(A company limited by guarantee)**

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

**b. METHOD OF APPOINTMENT OR ELECTION OF TRUSTEES**

The Board of the Myton Hospices is made up of not less than 4 Trustees, and no more than 12, of which 2 of the roles must be medical representatives. All Trustees are appointed for an initial period of three years, commencing with the first Annual General Meeting following their appointment and may apply for re-election to serve up to three terms, each of which is a period of three years. After serving a third period, the Director must step down, but may offer him/herself for re-election after a period of twelve months.

All Trustees are registered volunteers, recognised as Directors of The Myton Hospices on the Companies' House records and members of the charity. The Board is ultimately responsible for Myton Hospices care, finances, buildings and compliance. The Trustee Board are accountable to the Care Quality Commission, Companies House, the Gambling Commission, and the Charity Commission for their activities and those of the hospices related

**c. POLICIES ADOPTED FOR THE INDUCTION AND TRAINING OF TRUSTEES**

Trustees are provided with a programme of induction including meeting with all of the executive team and any other key personnel in order to gauge an understanding of how the hospice works on a day to day basis. Trustees are encouraged to spend time within the clinical areas of the hospice, and to attend fundraising events.

**d. PAY POLICY FOR SENIOR STAFF**

Working in the Charity sector Myton believes that it is important to be transparent about the pay levels of its senior managers and how those salaries are set. Our salaries are bench marked against similar roles both in the Charity and the Hospice sector. Myton generally use the median salary for the Charity sector, however some flexibility is applied to take into consideration the specific requirements for each post and to ensure that we can recruit and retain the best people for the role with both the skills required and the passion for the service.

Our executive team is made up of the following roles:

Chief Executive Officer  
Medical Director \*  
Director of Nursing  
Director of Finance and Facilities  
Director of HR, Learning and Development \*\*  
Director of Community & Business Development  
Director of Income Generation & Supporter Engagement

\*Our Medical Director is employed by South Warwick NHS Foundation Trust, and provides 50% of their time as Medical Director and 50% of their time as a Consultant in Palliative Medicine, caring for our patients.

\*\*Our Director of HR, Learning and Development left in June 2020 - this post remained vacant for the rest of the financial year.

The total annual costs during 2020/21 of the Senior Leadership Team who are employed by Myton are £449,000 pa (net of NI and pension costs) (2019/20 - £498,000).

**THE MYTON HOSPICES**  
**(A company limited by guarantee)**

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

**e. ORGANISATIONAL STRUCTURE AND DECISION MAKING**

There are clear distinctions between the roles of Trustees and the executive team. The board of trustees holds a range of reserved matters and delegates certain authority to the executive team in order to run the organisation efficiently. Matters such as policy, strategy and budgets are prepared by the executive team for consideration and approval by the trustees who then monitor the implementation of these plans. There are a number of board committees with clear terms of reference. They have elected members of both the board of trustees and the executive team who have been selected for their particular skills, experience and knowledge. Committee's meet at least once per quarter and report into the main board meetings.

The committees are as follows:

- Clinical Governance Committee, which is responsible for patient care, safety, activity and quality.
- Finance and Audit Committee, which monitors the Charity's financial position.
- The Income Generation Committee (Trading Board for the Myton Hospice Promotions Company) which monitors the fundraising activities of the trading company
- The People and Workforce Committee, this committee is responsible for staff wellbeing, recruitment and and retention, and training.
- The Information Governance Committee, which monitors data security and information governance of the organisation.
- The Marketing Committee, is responsible for the public image of the charity, including both internal and external communications.

**Charity Governance Code**

The trustees are aware of the new guidance and a governance review was undertaken to assess the charity's compliance with the guidelines. Many areas of recommended practice were already being followed by the organisations and an action plan was devised to address any areas where improvement could be made. Areas such as the trustee induction programme have been reviewed and strengthened, as have the administration and storage of the minutes and papers from committee and board meetings. The trustees' declarations and registers of the charities have been improved and formalised in line with the guidance. Progress against the plan is monitored at the Management Board meetings.

**f. RISK MANAGEMENT**

The Hospice is committed to effective risk management as an integral part of ensuring good corporate governance. Risk can be to patients and relatives, staff, financial, or reputational. The executive team have recognised a need for ongoing management of risks to the organisation.

When risks are identified they are allocated to a member of the executive team, and that team member becomes responsible for identifying actions to be taken to mitigate the risk.

Each governing committee reviews the risks associated with their area of expertise. As trustees, the board concentrates its efforts on ensuring the most serious risks are being managed effectively. The Hospice continues to improve and refine the risk management processes. The top five risks for the Hospice at the 31st March 2021 are as follows:

1. The Coronavirus pandemic.
2. Voluntary income in the coming year.
3. The resilience of the medical team.
4. Staff wellbeing and resilience.
5. Staff recruitment.

**THE MYTON HOSPICES**  
**(A company limited by guarantee)**

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

The Trustees have assessed the major risks to which the company and the group is exposed, in particular those related to the operations and finances of the company and the group, and are satisfied that systems and procedures are in place to mitigate our exposure to the major risks.

**g. TRUSTEES' INDEMNITIES**

Qualifying third party indemnity provision is in place for the benefit of all Trustees of the charitable company. This cover is up to £1,000,000 and cost £1,808.

**FUTURE DEVELOPMENTS**

The year ahead will be a year of recovery, and will focus on the strategy set prior to the pandemic with adjustments following learnings sought as a result of the past year.

There is still uncertainty about the landscape for future fundraising events and the public appetite for mass participation events. Restrictions are likely to impede the progress of fundraising and lottery canvassing. The teams are planning to undertake events as soon as restrictions are lifted and are looking at virtual alternatives as an option for the coming year.

The wellbeing service will be embedded into the services offered by the clinical teams, and the wellbeing offer will become more defined as the team of staff is built and the opportunities for caring for patients become more accessible.

The inpatient unit will open to the maximum number of patients as soon as it is safe to do so, and work with referrers will continue to ensure that as many patients as possible gain the benefits of Hospice care in the coming year.

The leadership team are committed to reviewing the savings plan that was implemented during the year to ensure that where costs have been saved the quality of patient services has not been effected. This review will be undertaken during the next financial year.

Expanding our services outside of the Hospice walls will be one of the main areas of service development. Our strategy identified this as an area of growth prior to the pandemic, and this remains the focus for future service developments. Our financial sustainability will also remain a high priority.

Our staff and volunteers are essential to the running of our services and there is focus on their health and wellbeing as we come out of this difficult year. A working group is planning health and wellbeing events regularly and the number of mental health first aiders is growing to ensure that all staff have access to the support that they need.

**FUNDS HELD AS CUSTODIAN**

The Charity acts as an agent in administering funds for "GP PMS Education" on behalf of the NHS. An amount of £19,256 (2019/20 - £23,152) is included in other creditors relating to undistributed funds.

The Charity acts as an agent in administering funds for the project "Rapid Response Service" on behalf of the NHS. An amount of £Nil (2019/20 - £13,000) is included in other creditors relating to undistributed funds.

The Charity acts as an agent in administering funds for "difficult conversations" on behalf of the NHS. An amount of £2,561 (2019/20 - £2,561), is included in other creditors relating to undistributed funds.

**THE MYTON HOSPICES**  
**(A company limited by guarantee)**

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

**EMPLOYEE INVOLVEMENT AND EMPLOYMENT OF THE DISABLED**

Employees have been consulted on issues of concern to them by means of regular consultative committee and staff meetings and have been kept informed on specific matters directly by management. The company and the group carries out exit interviews for all staff leaving the organisation and has adopted a procedure of upward feedback for senior management and the Trustees.

The company and the group has implemented a number of detailed policies in relation to all aspects of personnel matters including:

- Equal opportunities policy
- Volunteers' policy
- Health & safety policy

In accordance with the company and the group's Equal opportunities policy, the company and the group has long established fair employment practices in the recruitment, selection, retention and training of disabled staff.

Full details of these policies are available from the company and the group's offices.

**THE MYTON HOSPICES**  
**(A company limited by guarantee)**

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

**TRUSTEES' RESPONSIBILITIES STATEMENT**

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

Company law requires the Trustees to prepare financial statements for each financial year. Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the 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 judgments and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable group will continue in operation.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company and the group's transactions and disclose with reasonable accuracy at any time the financial position of the charitable group 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 for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**DISCLOSURE OF INFORMATION TO AUDITOR**

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

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

This report was approved by the Trustees, on 21 July 2021 and signed on their behalf by:

  
21/07/21  
**Mr K W Demian**  
**Chairman**

**THE MYTON HOSPICES**  
**(A company limited by guarantee)**

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE MYTON HOSPICES**

**OPINION**

We have audited the financial statements of The Myton Hospices (the 'parent charity') and its subsidiaries (the 'group') for the year ended 31 March 2021 set out on pages 23 to 52. 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) including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

In our opinion the financial statements:

- give a true and fair view of the state of the group's and of the parent charitable company's affairs as at 31 March 2021 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.

**BASIS FOR OPINION**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors responsibilities for the audit of the financial statements section of our report. We are independent of the group in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

**CONCLUSIONS RELATING TO GOING CONCERN**

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

However, the COVID-19 viral pandemic is one of the most significant economic events for the UK with unprecedented levels of uncertainty of outcomes. It is therefore difficult to evaluate all of the potential implications on the charitable company and the wider economy.

**THE MYTON HOSPICES**  
**(A company limited by guarantee)**

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE MYTON HOSPICES**

**OTHER INFORMATION**

The Trustees are responsible for the other information. The other information comprises the information included in the Annual report, other than the financial statements and our Auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information we are required to report that fact. We have nothing to report in this regard.

**OPINION ON OTHER MATTERS PRESCRIBED BY THE COMPANIES ACT 2006**

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Trustees' Report for the financial year for which the financial statements are prepared is consistent with the financial statements.
- the Trustees' Report and the Group Strategic Report have been prepared in accordance with applicable legal requirements.

**MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION**

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Report.

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

- the parent charitable company has not kept adequate and sufficient accounting records, or returns adequate for our audit have not been received from branches not visited by us; 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.

**RESPONSIBILITIES OF TRUSTEES**

As explained more fully in the Trustees' responsibilities statement, the Trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the group's and the parent charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the group or the parent charitable company or to cease operations, or have no realistic alternative but to do so.

**THE MYTON HOSPICES**  
**(A company limited by guarantee)**

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE MYTON HOSPICES**

**AUDITOR'S RESPONSIBILITIES FOR THE AUDIT OF THE FINANCIAL STATEMENTS**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an Auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The specific procedures for this engagement and the extent to which these are capable of detecting irregularities, including fraud is detailed below:

- Auditing the risk of management override of controls, including through testing journal entries and other adjustments for appropriateness;
- Reviewing minutes of meetings of those charged with governance; and
- Enquiry of management to identify any instances of non-compliance with laws and regulations.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our Auditor's report.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

**USE OF OUR REPORT**

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 its members, as a body, for our audit work, for this report, or for the opinions we have formed.



Gregg Olnier MPhil BA(Hons) ACA (Senior Statutory Auditor)  
For and on behalf of Harrison Beale & Owen Limited  
Chartered Accountants and Statutory Auditors  
Eligible to act as an auditor in terms of Section 1212 of the Companies Act 2006  
11 Highdown Road  
Leamington Spa  
Warwickshire  
CV31 1XT  
21 July 2021



**THE MYTON HOSPICES**  
(A company limited by guarantee)

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

	Note	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
<b>INCOME FROM:</b>					
Donations and legacies	3	4,705,536	2,015,138	6,720,674	4,467,873
Charitable activities	4	2,659,603	-	2,659,603	2,687,893
Other trading activities	5	3,005,720	-	3,005,720	4,595,435
Investments	6	70,732	-	70,732	89,679
Other income		15,890	-	15,890	75,000
<b>TOTAL INCOME</b>		<b>10,457,481</b>	<b>2,015,138</b>	<b>12,472,619</b>	<b>11,915,880</b>
<b>EXPENDITURE ON:</b>					
Raising funds:					
Voluntary and trading income	8	2,959,667	-	2,959,667	3,512,417
Investment management		17,073	-	17,073	16,371
Charitable activities		5,837,331	1,820,658	7,657,989	8,436,833
<b>TOTAL EXPENDITURE</b>	7	<b>8,814,071</b>	<b>1,820,658</b>	<b>10,634,729</b>	<b>11,965,621</b>
<b>NET INCOME/(EXPENDITURE) BEFORE INVESTMENT GAINS/(LOSSES)</b>		<b>1,643,410</b>	<b>194,480</b>	<b>1,837,890</b>	<b>(49,741)</b>
Net gains/(losses) on investments		560,027	-	560,027	(274,053)
<b>NET INCOME/(EXPENDITURE) BEFORE TRANSFERS</b>		<b>2,203,437</b>	<b>194,480</b>	<b>2,397,917</b>	<b>(323,794)</b>
Transfers between funds		58,628	(58,628)	-	-
<b>NET INCOME/(EXPENDITURE) BEFORE OTHER RECOGNISED GAINS AND LOSSES</b>		<b>2,262,065</b>	<b>135,852</b>	<b>2,397,917</b>	<b>(323,794)</b>
<b>NET MOVEMENT IN FUNDS</b>		<b>2,262,065</b>	<b>135,852</b>	<b>2,397,917</b>	<b>(323,794)</b>
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		12,402,683	56,185	12,458,868	12,782,662
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>14,664,748</b>	<b>192,037</b>	<b>14,856,785</b>	<b>12,458,868</b>

The notes on page 28 to 52 form part of these financial statements.

**THE MYTON HOSPICES**  
(A company limited by guarantee)

**CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 MARCH 2020**

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £
<b>INCOME FROM:</b>			
Donations and legacies	4,335,839	132,034	4,467,873
Charitable activities	2,687,893	-	2,687,893
Other trading activities	4,595,435	-	4,595,435
Investments	89,679	-	89,679
Other income	75,000	-	75,000
<b>TOTAL INCOME</b>	<u>11,783,846</u>	<u>132,034</u>	<u>11,915,880</u>
<b>EXPENDITURE ON:</b>			
Raising funds:			
Voluntary and trading income	3,512,417	-	3,512,417
Investment management	16,371	-	16,371
Charitable activities	8,329,089	107,744	8,436,833
<b>TOTAL EXPENDITURE</b>	<u>11,857,877</u>	<u>107,744</u>	<u>11,965,621</u>
<b>NET INCOME/(EXPENDITURE) BEFORE INVESTMENT GAINS/(LOSSES)</b>	<u>(74,031)</u>	<u>24,290</u>	<u>49,741</u>
Net losses on investments	(274,053)	-	(274,053)
<b>NET INCOME/(EXPENDITURE) BEFORE TRANSFERS</b>	<u>(348,084)</u>	<u>24,290</u>	<u>(323,794)</u>
Transfers between funds	44,940	(44,940)	-
<b>NET INCOME/EXPENDITURE</b>	<u>(303,144)</u>	<u>(20,650)</u>	<u>(323,794)</u>
<b>NET MOVEMENT IN FUNDS</b>	<u>(303,144)</u>	<u>(20,650)</u>	<u>(323,794)</u>
<b>RECONCILIATION IN FUNDS</b>			
Total funds at 1 April 2019	<u>12,705,827</u>	<u>76,835</u>	<u>12,782,662</u>
<b>TOTAL FUNDS AT 31 MARCH 2020</b>	<u>12,402,683</u>	<u>56,185</u>	<u>12,458,868</u>

**THE MYTON HOSPICES**  
(A company limited by guarantee)

**CONSOLIDATED BALANCE SHEET**  
**AS AT 31 MARCH 2021**

	Note	2021 £	2020 £
<b>FIXED ASSETS</b>			
Intangible assets	14	94,451	97,014
Tangible assets	15	7,496,268	7,964,448
Investments	16	3,701,351	2,686,386
		<u>11,292,070</u>	<u>10,747,848</u>
<b>CURRENT ASSETS</b>			
Stocks	18	44,772	48,863
Debtors	19	1,535,551	1,457,401
Cash at bank and in hand		3,799,317	1,962,223
		<u>5,379,640</u>	<u>3,468,487</u>
<b>CREDITORS: amounts falling due within one year</b>	20	<u>(1,814,925)</u>	<u>(1,757,467)</u>
<b>NET CURRENT ASSETS</b>		<b>3,564,715</b>	<b>1,711,020</b>
<b>NET ASSETS</b>		<u><b>14,856,785</b></u>	<u><b>12,458,868</b></u>
<b>CHARITY FUNDS</b>			
Restricted funds	22	192,037	56,185
Unrestricted funds	22	14,664,748	12,402,683
<b>TOTAL FUNDS</b>		<u><b>14,856,785</b></u>	<u><b>12,458,868</b></u>

The financial statements were approved and authorised for issue by the Trustees on 21 July 2021 and signed on their behalf by:

  
**Mr K W Demian**  
**Chairman** 21/07/21


The notes on pages 28 to 52 form part of these financial statements.

**THE MYTON HOSPICES**  
(A company limited by guarantee)

**CHARITY BALANCE SHEET**  
**AS AT 31 MARCH 2021**

	Note	2021 £	£	2020 £	£
<b>FIXED ASSETS</b>					
Intangible assets	14		94,451		97,014
Tangible assets	15		7,496,268		7,964,448
Investments	16		3,746,705		2,731,740
			<u>11,337,424</u>		<u>10,793,202</u>
<b>CURRENT ASSETS</b>					
Stocks	18	30,198		41,052	
Debtors	19	2,013,640		1,526,672	
Cash at bank and in hand		<u>2,919,723</u>		<u>1,529,557</u>	
		4,963,561		3,097,281	
<b>CREDITORS: amounts falling due within one year</b>	20	<u>(1,501,314)</u>		<u>(1,489,360)</u>	
<b>NET CURRENT ASSETS</b>			3,462,247		1,607,921
<b>NET ASSETS</b>			<u>14,799,671</u>		<u>12,401,123</u>
<b>CHARITY FUNDS</b>					
Restricted funds	22		192,037		56,185
Unrestricted funds	22		<u>14,607,634</u>		<u>12,344,938</u>
<b>TOTAL FUNDS</b>			<u>14,799,671</u>		<u>12,401,123</u>

The financial statements were approved and authorised for issue by the Trustees on 21 July 2021 and signed on their behalf by:

  
**Mr K W Demian**  
**Chairman**

21/07/21

The net incoming resources for the financial year dealt with in the financial statements of the parent Charity were £2,398,548 (2020: net outgoing resources £323,261).

The notes on pages 28 to 52 form part of these financial statements.

**THE MYTON HOSPICES**  
(A company limited by guarantee)

**CONSOLIDATED STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

	Note	2021 £	2020 £
<b>Cash flows from operating activities</b>			
Net cash inflow from operating activities	24	<u>2,304,229</u>	<u>26,801</u>
<b>Cash flows from investing activities</b>			
Dividends and interest from investments		70,732	89,679
Proceeds from disposal of tangible fixed assets		16,956	-
Purchase of fixed assets		(99,885)	(168,267)
Proceeds from sale of investments		521,781	443,275
Purchase of investments		<u>(976,719)</u>	<u>(398,344)</u>
<b>Net cash used in investing activities</b>		<u>(467,135)</u>	<u>(33,657)</u>
<b>Change in cash and cash equivalents in the year</b>		<b>1,837,094</b>	<b>(6,856)</b>
Cash and cash equivalents brought forward		<u>1,962,223</u>	<u>1,969,079</u>
<b>Cash and cash equivalents carried forward</b>	25	<u><b>3,799,317</b></u>	<u><b>1,962,223</b></u>

**THE MYTON HOSPICES**  
**(A company limited by guarantee)**

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

**1. CHARITY INFORMATION**

The Myton Hospices (the Charity) is a Company Limited by Guarantee (registered number 1628455), registered in England and Wales. Its charity registration number is 516287. The registered office and principal place of business is Myton Lane, Warwick, CV34 6PX.

Its principal activities are specialist palliative and end of life care for the people of Coventry and Warwickshire, and provision of education in palliative and end of life care to healthcare professionals in Coventry and Warwickshire.

**2. ACCOUNTING POLICIES**

**2.1 Basis of preparation of financial statements**

The financial statements have been prepared in accordance with 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 (FRS102) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The Myton Hospices meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

The Statement of financial activities (SOFA) and Balance sheet consolidate the financial statements of the Charity and its subsidiary undertaking. The results of the subsidiary are consolidated on a line by line basis.

No separate SOFA has been presented for the Charity alone as permitted by section 408 of the Companies Act 2006.

Trustees have a reasonable expectation that The Myton Hospices has adequate resources to continue in operational existence for the foreseeable future. There are no material uncertainties about the charity's ability to continue and therefore the Trustees adopt the going concern basis of accounting in preparing the financial statements.

**2.2 Company status**

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

**THE MYTON HOSPICES**  
**(A company limited by guarantee)**

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

**2. ACCOUNTING POLICIES (continued)**

**2.3 Basis of consolidation**

The financial statements consolidate the accounts of The Myton Hospices and all of its subsidiary undertakings ('subsidiaries').

The Charity has taken advantage of the exemption contained within section 408 of the Companies Act 2006 not to present its own income and expenditure account.

**2.4 Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the 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. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

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

**THE MYTON HOSPICES**  
**(A company limited by guarantee)**

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

**2. ACCOUNTING POLICIES (continued)**

**2.5 Income**

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

For legacies, entitlement is taken as the earlier of the date on which either: the Charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the Charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the Charity, or the Charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Income from government and other grants is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

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

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

Donated services or facilities are recognised when the Charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use of the Charity of the item is probable and the economic benefit can be measured reliably.

Clothing and other items donated for resale through the charity's shops are included as incoming resources within other trading activities when they are sold. They are not included at valuation prior to being sold as it has been deemed impractical to measure the fair value of the goods and the cost of valuation would outweigh the benefit to the users of the accounts.

The hospice receives the help and support of 940 volunteers, who help in every aspect of the organisation, and are both patient facing and within support services, as well as fundamental in the delivery of fundraising activities. Due to an absence of a reliable measurement basis, the contribution of these general volunteers has not been accounted for.

Lottery income is recognised when receivable.

Investment income is included when receivable.



**THE MYTON HOSPICES**  
**(A company limited by guarantee)**

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

**2. ACCOUNTING POLICIES (continued)**

**2.6 Expenditure**

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

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

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, 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 to the applicable expenditure headings.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of charitable activities. Specifically, it comprises those costs of trading for fundraising purposes including the charity's shops and lottery.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees.

Redundancy payments are accounted for as staff costs and are recognised on communication of intention to pay.

All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resources. Costs relating to a particular activity are allocated directly. Remaining support costs are all charged to charitable expenditure since those relating to fundraising are considered immaterial.

**2.7 Going concern**

We have set out in the Trustees' Report a review of the financial performance and the charity's reserves position. We have a reasonable expectation that we have adequate resources to continue in operational existence for the foreseeable future. We believe that there are no material uncertainties that call into doubt the charity's ability to continue. The financial statements have therefore been prepared on the basis that the charity is a going concern.

**2.8 Intangible fixed assets and amortisation**

Software assets are stated at cost less amortisation. Amortisation is provided at rates calculated to write off the cost of intangible assets, over their expected useful lives which is estimated at between 5-10 years.

Amortisation is charged to expenditure on charitable activities in the Statement of financial activities.

**THE MYTON HOSPICES**  
**(A company limited by guarantee)**

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

**2. ACCOUNTING POLICIES (continued)**

**2.9 Tangible fixed assets and depreciation**

All assets costing more than £2,000 are capitalised.

A review for impairment of a fixed asset is carried out where events or changes in circumstances indicate that the carrying amount of the fixed asset may otherwise be overstated. Such events or changes in circumstances include changes in useful life arising from changes in business activities or environment, significant decline in an asset's market value during the period, or evidence of obsolescence or physical damage to the asset. Impairment losses arising are charged to the Statement of financial activities.

Where the impairment is subsequently reduced or removed the carrying value is reinstated to the lower of the revised value or the amount at which it would have been carried had no impairment occurred, the amount of impairment released being credited to the Statement of financial activities.

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

Freehold property	- 20 - 40 years
Freehold land	- Not depreciated
L/Term leasehold property	- Over the period of lease or 50 years, whichever is less
Property improvements	- 3 - 10 years
Furniture, equipment and vehicles	- 3 - 10 years
Computer and office equipment	- 3 - 10 years
Shop and office fittings	- Over period of lease

**2.10 Investments**

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

- (i) **Subsidiary undertakings**  
Investments in subsidiaries are valued at cost less provision for impairment.

**2.11 Interest receivable**

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

**2.12 Operating leases**

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

Benefits received and receivable as an incentive to sign an operating lease are recognised on a straight line basis over the period until the date the rent is expected to be adjusted to the prevailing market rate.

**THE MYTON HOSPICES**  
**(A company limited by guarantee)**

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

**2. ACCOUNTING POLICIES (continued)**

**2.13 Stocks and work in progress**

Stocks and work in progress are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads.

**2.14 Debtors**

Trade and other debtors are recognised at the settlement amount after any trade discount offered.

**2.15 Cash at Bank and in hand**

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**2.16 Creditors and provisions**

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

**2.17 Financial instruments**

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

**2.18 Pensions**

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

The Charity operates a defined benefits pension scheme. The scheme is a multi-employer scheme where it is not possible, in the normal course of events, to identify on a consistent and reasonable basis, the share of underlying assets and liabilities belonging to individual participating employers. Therefore the Charity accounts for this scheme as if it was a defined contribution scheme. The amount charged to the Statement of financial activities represents contributions payable to the scheme in respect of the accounting period.

**THE MYTON HOSPICES**  
(A company limited by guarantee)

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

**2. ACCOUNTING POLICIES (continued)**

**2.19 Significant judgements and estimates**

Preparation of the financial statements may require management to make significant judgements and estimates.

**Significant judgements**

Donated goods for resale are not included at valuation prior to being sold as it has been deemed impractical to measure the fair value of the goods and the cost of valuation would outweigh the benefit to the users of the accounts.

**Significant estimates**

There are no significant estimates having a material effect on the financial statements.

During the year the Charity was informed of the value of land included within freehold property. The depreciation accounting estimate has been updated prospectively to reflect that land does not depreciate in value. The net book value of freehold property (excluding land) has been depreciated over the remaining expected useful life. The change in accounting estimate has reduced the depreciation charge in the year by £58,682.

**2.20 Agency arrangements**

The Charity acts as an agent in administering funds for "GP PMS Education" on behalf of the NHS, in administering funds for the "Rapid Response Service" on behalf of the NHS and in administering funds for the project "difficult conversations" on behalf of the NHS. Income and expenditure in relation to the projects are excluded from the statement of financial activities as the Charity does not have control over the charitable application of the funds. The funds received and paid and any balances held are disclosed in note 21.

**3. INCOME FROM DONATIONS AND LEGACIES**

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Donations	2,110,553	348,112	2,458,665	2,869,585
Legacies	1,306,513	-	1,306,513	1,143,288
Grants:				
Local Authority Infection Control	-	102,874	102,874	-
Hospice UK Covid-19	-	1,564,152	1,564,152	-
Retail, Hospitality and Leisure Fund	335,197	-	335,197	445,000
Coronavirus Job Retention Scheme	907,773	-	907,773	-
Better Care Fund	45,500	-	45,500	-
Other grants	-	-	-	10,000
Total donations, legacies and grants	<u>4,705,536</u>	<u>2,015,138</u>	<u>6,720,674</u>	<u>4,467,873</u>
Total 2020	<u>4,335,839</u>	<u>132,034</u>	<u>4,467,873</u>	

**THE MYTON HOSPICES**  
(A company limited by guarantee)

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

**4. INCOME FROM CHARITABLE ACTIVITIES**

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
NHS grants and contracts for patient care	2,654,149	2,654,149	2,589,363
Education and training income	5,454	5,454	98,530
	<u>2,659,603</u>	<u>2,659,603</u>	<u>2,687,893</u>
<i>Total 2020</i>		<u>2,687,893</u>	<u>2,687,893</u>

**5. OTHER TRADING INCOME - FUNDRAISING INCOME**

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Retail income	776,754	776,754	2,274,463
Lottery income	2,160,631	2,160,631	2,274,750
Other income	68,335	68,335	46,222
	<u>3,005,720</u>	<u>3,005,720</u>	<u>4,595,435</u>
<i>Total 2020</i>		<u>4,595,435</u>	<u>4,595,435</u>

**6. INVESTMENT INCOME**

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Interest	1,357	1,357	6,193
Dividend income	69,375	69,375	83,486
	<u>70,732</u>	<u>70,732</u>	<u>89,679</u>
<i>Total 2020</i>		<u>89,679</u>	<u>89,679</u>

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

**7. ANALYSIS OF EXPENDITURE BY EXPENDITURE TYPE**

	Staff costs £	Depreciation £	Other costs £	Total 2021 £	Total 2020 £
Expenditure on raising voluntary and trading income	1,611,046	360	1,348,261	2,959,667	3,512,417
Expenditure on investment management	-	-	17,073	17,073	16,371
<b>Cost of raising funds</b>	<b>1,611,046</b>	<b>360</b>	<b>1,365,334</b>	<b>2,976,740</b>	<b>3,528,788</b>
Expenditure relating to delivery of NHS grants and contracts for patient care	5,653,565	533,532	1,470,892	7,657,989	8,436,833
	<b>7,264,611</b>	<b>533,892</b>	<b>2,836,226</b>	<b>10,634,729</b>	<b>11,965,621</b>
<i>Total 2020</i>	<i>8,198,260</i>	<i>591,374</i>	<i>3,175,987</i>	<i>11,965,621</i>	

**8. EXPENDITURE ON RAISING VOLUNTARY AND TRADING INCOME**

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Retail and lottery costs	1,274,882	1,274,882	1,448,900
Fundraising costs	73,379	73,379	151,642
Staff costs	1,611,046	1,611,046	1,911,395
Depreciation	360	360	480
	<b>2,959,667</b>	<b>2,959,667</b>	<b>3,512,417</b>
<i>Total 2020</i>	<i>3,512,417</i>	<i>3,512,417</i>	

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

**9. ANALYSIS OF EXPENDITURE BY ACTIVITIES**

	Activities undertaken directly £	Support costs £	Total 2021 £	Total 2020 £
NHS grants and contracts for patient care	<b>6,421,570</b>	<b>1,236,419</b>	<b>7,657,989</b>	<b>8,436,833</b>
<i>Total 2020</i>	<u><b>7,112,313</b></u>	<u><b>1,324,520</b></u>	<u><b>8,436,833</b></u>	

**10. DIRECT COSTS – NHS GRANTS AND CONTRACTS**

	2021 £	2020 £
Drugs	<b>186,722</b>	<b>213,082</b>
Medicinal supplies	<b>149,339</b>	<b>81,785</b>
Cleaning and laundry	<b>32,511</b>	<b>38,009</b>
Catering	<b>43,696</b>	<b>53,931</b>
Small equipment	<b>30,944</b>	<b>47,854</b>
Training	<b>21,119</b>	<b>56,629</b>
Governance	<b>14,700</b>	<b>9,260</b>
Contracted medical staff	<b>288,974</b>	<b>324,898</b>
Wages and salaries	<b>4,862,623</b>	<b>5,370,492</b>
National insurance	<b>416,550</b>	<b>479,392</b>
Pension cost	<b>374,392</b>	<b>436,981</b>
	<u><b>6,421,570</b></u>	<u><b>7,112,313</b></u>
<i>Total 2020</i>	<u><b>7,112,313</b></u>	

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

**11. SUPPORT COSTS – NHS GRANTS AND CONTRACTS**

	2021	2020
	£	£
Premises costs	157,104	160,977
Travelling and subsistence	36,386	49,894
Office costs	127,168	135,767
Repairs and renewals	144,841	117,777
Legal and professional	43,477	11,690
Staff recruitment	3,032	2,145
Other costs	171,099	255,376
Loss on disposal of tangible fixed assets	19,780	-
Amortisation	19,292	21,501
Depreciation	514,240	569,393
	<u>1,236,419</u>	<u>1,324,520</u>
<i>Total 2020</i>	<u><u>1,324,520</u></u>	

**12. NET INCOME/(EXPENDITURE)**

This is stated after charging:

	2021	2020
	£	£
Depreciation of tangible fixed assets		
- owned by the charitable group	514,600	569,873
Auditor's remuneration - audit	13,500	13,500
Auditor's remuneration - non-audit	200	565
Auditor's remuneration - tax	1,250	1,250
Operating lease rentals	<u>477,929</u>	<u>470,939</u>

During the year, no Trustees received any remuneration (2020 - £NIL)

During the year, no Trustees received any benefits in kind (2020 - £NIL)

During the year, no Trustees received any reimbursement of expenses (2020 - £NIL)



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

**13. STAFF COSTS**

Staff costs were as follows:

	2021 £	2020 £
Wages and salaries	6,311,519	7,096,835
Social security costs	518,295	598,206
Other pension costs	434,795	503,219
	<u>7,264,609</u>	<u>8,198,260</u>

Non-statutory/non-contractual termination payments totalling £81,051 (2020: £8,596) were made to 22 (2020: 1) employees.

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

	2021 No.	2020 No.
	300	368

The number of higher paid employees was:

	2021 No.	2020 No.
In the band £60,001 to £70,000	3	4
In the band £70,001 to £80,000	1	1
In the band £80,001 to £90,000	0	0
In the band £90,001 to £100,000	1	2

Of the higher paid employees there is 1 member of the medical team whom is paid on the NHS pay scale (2020:1)

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

**14. INTANGIBLE FIXED ASSETS**

	Software £
<b>Group and Company</b>	
<b>Cost</b>	
At 1 April 2020	181,781
Additions	16,729
At 31 March 2021	<u>198,510</u>
<b>Amortisation</b>	
At 1 April 2020	84,767
Charge for the year	19,292
At 31 March 2021	<u>104,059</u>
<b>Carrying Amount</b>	
At 31 March 2021	<u>94,451</u>
At 31 March 2020	<u>97,014</u>

**15. TANGIBLE FIXED ASSETS**

	Freehold Property £	Long Leasehold Property £	Furniture, equipment & vehicles £	Computer & office equipment £	Total £
<b>Group</b>					
<b>Cost</b>					
At 1 April 2020	3,794,763	7,759,510	2,262,481	471,164	14,287,918
Additions	5,050	4,000	74,106	-	83,156
Disposals	-	-	(232,366)	(86,771)	(319,137)
At 31 March 2021	<u>3,799,813</u>	<u>7,763,510</u>	<u>2,104,221</u>	<u>384,393</u>	<u>14,051,937</u>
<b>Depreciation</b>					
At 1 April 2020	1,820,492	2,536,583	1,665,461	300,934	6,323,470
Charge for the year	55,047	230,548	185,932	43,073	514,600
Disposals	-	-	(209,545)	(72,856)	(282,401)
At 31 March 2021	<u>1,875,539</u>	<u>2,767,131</u>	<u>1,641,848</u>	<u>271,151</u>	<u>6,555,669</u>
<b>Net book value</b>					
At 31 March 2021	<u>1,924,274</u>	<u>4,996,379</u>	<u>462,373</u>	<u>113,242</u>	<u>7,496,268</u>
At 31 March 2020	<u>1,974,271</u>	<u>5,222,927</u>	<u>597,020</u>	<u>170,230</u>	<u>7,964,448</u>

Included in freehold property is land of £1,114,199 which is not depreciated.

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

**15. TANGIBLE FIXED ASSETS CONTINUED**

	Freehold Property £	Long Leasehold Property £	Furniture, equipment & vehicles £	Computer & office equipment £	Total £
<b>Charity</b>					
<b>Cost</b>					
At 1 April 2020	3,794,763	7,754,510	2,262,481	471,164	14,282,918
Additions	5,050	4,000	74,106	-	83,156
Disposals	-	-	(232,366)	(86,771)	(319,137)
<b>At 31 March 2021</b>	<b>3,799,813</b>	<b>7,763,510</b>	<b>2,104,221</b>	<b>384,393</b>	<b>14,051,937</b>
<b>Depreciation</b>					
At 1 April 2020	1,820,492	2,531,583	1,665,461	300,934	6,318,470
Charge for the year	55,047	230,548	185,932	43,073	514,600
Disposals	-	-	(209,545)	(72,856)	(282,401)
<b>At 31 March 2021</b>	<b>1,875,539</b>	<b>2,767,131</b>	<b>1,641,848</b>	<b>271,151</b>	<b>6,555,669</b>
<b>Net book value</b>					
At 31 March 2021	1,924,274	4,996,379	462,373	113,242	7,496,268
<i>At 31 March 2020</i>	<i>1,974,271</i>	<i>5,222,927</i>	<i>597,020</i>	<i>170,230</i>	<i>7,964,448</i>

Included in freehold property is land of £1,114,199 which is not depreciated.

**16. FIXED ASSET INVESTMENTS**

Group	Listed securities £	Land £	Total £
<b>Market Value</b>			
At 1 April 2020	2,618,886	67,500	2,686,386
Additions	976,719	-	976,719
Disposals	(521,781)	-	(521,781)
Revaluations	560,027	-	560,027
<b>At 31 March 2021</b>	<b>3,633,851</b>	<b>67,500</b>	<b>3,701,351</b>

Group investments at market value comprise:

	2021 £	2020 £
Listed investments	3,633,851	2,618,886
Other fixed asset investments	67,500	67,500
<b>Total market value</b>	<b>3,701,351</b>	<b>2,686,386</b>

All of the fixed asset investments are held in the UK

Group material investments	31 March 2021 £	31 March 2020 £
Vanguard Funds PLC	346,346	228,987
Artemis Fund Managers US Select Intstl	184,237	137,073

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**16. FIXED ASSET INVESTMENTS (continued)**

	Listed securities £	Land £	Subsidiaries £	Total £
<b>Charity</b>				
<b>Market Value</b>				
At 1 April 2020	2,618,886	67,500	45,354	2,731,740
Additions	976,719	-	-	976,719
Disposals	(521,781)	-	-	(521,781)
Revaluations	560,027	-	-	560,027
At 31 March 2021	<u>3,633,851</u>	<u>67,500</u>	<u>45,354</u>	<u>3,746,705</u>

Charity investments at market value comprise:

	2021 £	2020 £
Listed investments	3,633,851	2,618,886
Other fixed asset investments	67,500	67,500
Group	45,354	45,354
Total	<u>3,746,705</u>	<u>2,731,740</u>

All of the fixed asset investments are held in the UK

**17. PRINCIPAL SUBSIDIARIES**

100% of the issued share capital of Myton Hospice (Promotions) Limited and Myton Hamlet Hospice Development Limited is held by the Charity.

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. The company is registered in England and its company number is 2663993. In addition to its trading results disclosed below, the company processed sales of £206,990 (2020: £734,980) relating to donated goods sold under the retail Gift Aid scheme. These figures are included as retail income on the Statement of Financial Activities.

Myton Hamlet Hospice Development Limited develops and builds properties which are then sold to the Charity. The company is registered in England and its company number is 3059410.

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**17. PRINCIPAL SUBSIDIARIES (continued)**

	Myton Hospice (Promotions) Limited £	Myton Hamlet Hospice Development Limited £
Gross income	3,607,828	-
Expenditure	(2,457,058)	(630)
Gift aid to the Charity	(1,150,770)	-
Loss in the period	-	(630)
Net assets/(liabilities) at the year end	£ 103,630	£ (1,161)

**18. STOCKS**

	2021 £	Group 2020 £	2021 £	Charity 2020 £
Consumables	29,440	39,852	29,440	39,852
Goods for resale	15,332	9,011	758	1,200
	44,772	48,863	30,198	41,052

**19. DEBTORS**

	2021 £	Group 2020 £	2021 £	Charity 2020 £
Trade debtors	707,848	658,502	707,848	658,502
Amounts owed by group undertakings	-	-	615,853	586,137
Other debtors	100,099	89,217	92,149	78,017
Prepayments and accrued income	727,604	709,682	597,790	204,016
	1,535,551	1,457,401	2,013,640	1,526,672

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**20. CREDITORS: amounts falling due within one year**

	2021	Group 2020	2021	Charity 2020
	£	£	£	£
Trade creditors	234,073	438,759	215,700	407,785
Amounts owed to group undertakings	-	-	-	-
Other taxation and social security	122,940	133,633	122,940	133,633
Other creditors	43,132	130,102	43,132	130,102
Accruals and deferred income	1,414,780	1,054,973	1,119,542	817,840
	<u>1,814,925</u>	<u>1,757,467</u>	<u>1,501,314</u>	<u>1,489,360</u>

	£	Group £	£	Charity £
Deferred income				
Deferred income at 1 April 2020	827,549	265,601	645,046	81,222
Resources deferred during the year	342,577	821,369	162,087	638,866
Amounts released from previous years	(182,503)	(259,421)	-	(75,047)
Deferred income at 31 March 2021	<u>987,623</u>	<u>827,549</u>	<u>807,133</u>	<u>645,046</u>

Deferred income comprises lottery income received in advance by Myton Hospice (Promotions) Limited of £180,490 (2020: £182,503), Challenge Event income of £47,068 (2020: £15,253), Funding for Poultney £6,180 (2020: £6,180), Funding for Quality end of Life care for all training courses of £28,800 (2020: £28,800), D'Oyly Trust income of £3,500 (2020: £3,500), NHS grants and contracts for patient care income of £596,585 (2020: £591,313) and donation income received in advance of £125,000 (2020: £Nil).

**21. AGENCY ARRANGEMENTS**

The Charity acts as an agent in administering funds for the project "Rapid Response Service" on behalf of the NHS. In the accounting period ending 31 March 2021 the Charity received £Nil (2020: £78,000) and disbursed £13,000 (2020: £65,000) from the fund. An amount of £Nil (2020: £13,000) is included in other creditors relating to undistributed funds.

The Charity acts as an agent in administering funds for "GP PMS Education" on behalf of the NHS. In the accounting period ending 31 March 2021 the Charity received £Nil (2020: £Nil) and disbursed £3,896 (2020: £2,576) from the fund. An amount of £19,256 (2020: £23,152) is included in other creditors relating to undistributed funds.

The Charity acts as an agent in administering funds for the project "difficult conversations" on behalf of the NHS. In the accounting period ending 31 March 2021 the Charity received £Nil (2020: £Nil) and disbursed £Nil (2020: £Nil) from the fund. An amount of £2,561 (2020: £2,561) is included in other creditors relating to undistributed funds.

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

**22. STATEMENT OF FUNDS**

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 31 March 2021 £
<b>Designated funds</b>						
Fixed asset fund	8,061,462	-	(553,642)	82,899	-	7,590,719
Investment fund	2,686,386	69,375	(17,073)	402,636	560,027	3,701,351
Service expansion fund	155,400	-	(12,876)	-	-	142,524
Retail support fund	445,000	-	(445,000)	-	-	-
Warwick hospice improvements fund	75,000	-	-	425,000	-	500,000
<b>Project funds:</b>						
Warwick IPU beds	-	-	-	300,000	-	300,000
Estates and equipment capital expenditure	-	-	-	100,000	-	100,000
Expanding services beyond Warwick Walls	-	-	-	500,000	-	500,000
Digital strategy and transformation project	-	-	-	100,000	-	100,000
Income generation opportunities	-	-	-	100,000	-	100,000
Pandemic recovery	-	-	-	1,000,000	-	1,000,000
	<b>11,423,248</b>	<b>69,375</b>	<b>(1,028,591)</b>	<b>3,010,535</b>	<b>560,027</b>	<b>14,034,594</b>
<b>General funds</b>						
General Funds - all funds	979,435	10,388,106	(7,785,480)	(2,951,907)	-	630,154
<b>Total Unrestricted funds</b>	<b>12,402,683</b>	<b>10,457,481</b>	<b>(8,814,071)</b>	<b>58,628</b>	<b>560,027</b>	<b>14,664,748</b>
<b>Restricted funds</b>						
Other donations	56,185	248,112	(153,057)	(6,538)	-	144,702
Vehicle fund	-	100,000	(575)	(52,090)	-	47,335
Hopsice UK Covid-19 fund	-	1,564,152	(1,564,152)	-	-	-
Local Authority Infection Control fund	-	102,874	(102,874)	-	-	-
	<b>56,185</b>	<b>2,015,138</b>	<b>(1,820,658)</b>	<b>(58,628)</b>	<b>-</b>	<b>192,037</b>
<b>Total of funds</b>	<b>12,458,868</b>	<b>12,472,619</b>	<b>(10,634,729)</b>	<b>-</b>	<b>560,027</b>	<b>14,856,785</b>

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**NOTES TO THE FINANCIAL STATEMENTS  
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**22. STATEMENT OF FUNDS (continued)**

**STATEMENT OF FUNDS – PRIOR YEAR**

	<i>Balance at 1 April 2019</i>	<i>Income</i>	<i>Expenditure</i>	<i>Transfers in/out</i>	<i>Gains/ (Losses)</i>	<i>Balance at 31 March 2020</i>
	£	£	£	£	£	£
<b>Designated funds</b>						
Fixed asset fund	8,484,569	-	(591,374)	168,267	-	8,061,462
Investment fund	3,005,370	83,486	(16,371)	(112,046)	(274,053)	2,686,386
Service expansion	239,500	-	(41,814)	(42,286)	-	155,400
Retail support fund	-	445,000	-	-	-	445,000
Warwick hospice improvements fund	-	75,000	-	-	-	75,000
	<u>11,729,439</u>	<u>603,486</u>	<u>(649,559)</u>	<u>13,935</u>	<u>(274,053)</u>	<u>11,423,248</u>
<b>General funds</b>						
General Funds - all funds	976,388	11,180,360	(11,208,318)	31,005	-	979,435
<b>Total Unrestricted funds</b>	<u>12,705,827</u>	<u>11,783,846</u>	<u>(11,857,877)</u>	<u>44,940</u>	<u>(274,053)</u>	<u>12,402,683</u>
<b>Restricted funds</b>						
Other donations	47,884	132,034	(78,793)	(44,940)	-	56,185
Coventry day hospice	28,951	-	(28,951)	(28,951)	-	-
	<u>76,835</u>	<u>132,034</u>	<u>(107,744)</u>	<u>(44,940)</u>	<u>-</u>	<u>56,185</u>
<b>Total of funds</b>	<u>12,782,662</u>	<u>11,915,880</u>	<u>(11,965,621)</u>	<u>-</u>	<u>(274,053)</u>	<u>12,458,868</u>

The majority of transfers between funds represent the designation of project funds and the amount spent on fixed assets, which, now that the income has been spent in accordance with the donor's wishes, have been transferred to the designated fixed asset fund.

**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.



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**NOTES TO THE FINANCIAL STATEMENTS**  
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**22. STATEMENT OF FUNDS (continued)**

**Service expansion**

In the year ended 31 March 2014, the Trustees designated funds of £750,000 to seed fund a number of new services between 2015 and 2018. These funds include £220,000 matched funding received from NHS South Warwickshire CCG for the Good to Great project.

**Retail support fund**

In the year ended 31 March 2020, the Trustees designated funds of £445,000. The fund represented government grants receivable under the Retail, Hospitality and Leisure Grant Fund to support the business costs of the charity shops during the COVID-19 pandemic.

**Warwick hospice improvements fund**

In the year ended 31 March 2020, the Trustees designated funds of £75,000 to fund improvements to the Warwick hospice. The Trustees have designated an additional £425,000 in the year ended 31 March 2021.

**Project funds**

In the year ended 31 March 2021 the Trustees designated funds for the following projects in order to ensure the Hospice's sustainability and to extend the reach of the Hospice's services to those whom currently do not access them:

1. A designated fund of £300,000 for the use of opening 4 beds in Warwick IPU. The IPU in Warwick was reduced to 12 beds due to reducing numbers of referrals throughout the pandemic. Work is ongoing to improve the relationship with referrers in Warwick. Once there is demand over and above 12 beds this funding would allow the recruitment of staff and re-opening of 4 beds. Past trends show that increasing patient numbers also correlates with increased voluntary income through donations.
2. A designated fund of £100,000 is proposed for use on capital expenditure on replacement equipment and to make improvements to the Hospices. These projects had previously been declined at budget setting due to financial constraints. Now we see that our favourable financial position gives us the opportunity to invest in our sites, improving their sustainability.
3. A designated fund of £500,000 for the investment in "Expanding our services beyond the Hospice walls". This funding would allow the Hospice to "pump prime" initiatives, and prove the concept, with the intention that funding / commissioning organisations will agree to fund the future services once proven. Plans for our expansion into the community are ongoing and any application of these funds will be agreed by the usual process by being agreed by the board of trustees.
4. A designated fund of £100,000 for the Digital Strategy and Transformation project. This project will review the data held within the organisation and what IT solutions could help with the administration and storage of this data. New systems to manage data will be proposed and the costs of the scoping work and new system implementation will come out of this fund.

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**NOTES TO THE FINANCIAL STATEMENTS  
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**22. STATEMENT OF FUNDS (continued)**

5. A designated fund of £100,000 for investment in new Income Generation opportunities. Our income generation portfolio is expansive and varied but very much focused on traditional fundraising methods. There have been a couple of commercial opportunities that Myton has not explored because of the risk involved in spending money that could be spent on patient services, especially when finances are tight. This investment fund will make possible the exploration of new income generation ideas and will allow a more entrepreneurial and low risk approach to pursuing suitable commercial opportunities.
6. The Board of Trustees have agreed to designate £1m as a COVID recovery fund. We are still in a global pandemic and last year was an extraordinary year. The focus is now on recovery and the landscape for income generation is still uncertain. This fund would be used as security to meet the cash flow needs in the coming year if necessary. This fund would be in addition to the reserves set in the policy which is due for renewal at the July Board Meeting (in 2020/21 the reserves held were £2.5m).

**Restricted funds**

Various donations received for other specific purposes laid down by the donors are carried forward as restricted funds until spent.

**SUMMARY OF FUNDS – CURRENT YEAR**

	Balance at 1 April 2020	Income	Expenditure	Transfers in/out	Gains/ (Losses)	Balance at 31 March 2021
	£	£	£	£	£	£
Designated funds	11,423,248	69,375	(1,028,591)	3,010,535	560,027	14,034,594
General funds	979,435	10,388,106	(7,785,480)	(2,951,907)	-	630,154
	12,402,683	10,457,481	(8,814,071)	58,628	560,027	14,664,748
Restricted funds	56,185	2,015,138	(1,820,658)	(58,628)	-	192,037
	12,458,868	12,472,619	(10,634,729)	-	560,027	14,856,785

**SUMMARY OF FUNDS – PREVIOUS YEAR**

	Balance at 1 April 2019	Income	Expenditure	Transfers in/out	Gains/ (Losses)	Balance at 31 March 2020
	£	£	£	£	£	£
Designated funds	11,729,439	603,486	(649,559)	13,935	(274,053)	11,423,248
General funds	976,388	11,180,360	(11,208,318)	31,005	-	979,435
	12,705,827	11,783,846	(11,857,877)	44,940	(274,053)	12,402,683
Restricted funds	76,835	132,034	(107,744)	(44,940)	-	56,185
	12,782,662	11,915,880	(11,965,621)	-	(274,053)	12,458,868

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**NOTES TO THE FINANCIAL STATEMENTS  
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**23. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

**ANALYSIS OF NET ASSETS BETWEEN FUNDS – CURENT YEAR**

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Intangible fixed assets	94,451	-	94,451
Tangible fixed assets	7,496,268	-	7,496,268
Fixed asset investments	3,701,351	-	3,701,351
Current assets	5,187,603	192,037	5,379,640
Creditors due within one year	<u>(1,814,925)</u>	<u>-</u>	<u>(1,814,925)</u>
	<u>14,664,748</u>	<u>192,037</u>	<u>14,856,785</u>

**ANALYSIS OF NET ASSETS BETWEEN FUNDS – PRIOR YEAR**

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £
Intangible fixed assets	97,014	-	97,014
Tangible fixed assets	7,964,448	-	7,964,448
Fixed asset investments	2,686,386	-	2,686,386
Current assets	3,412,302	56,185	3,468,487
Creditors due within one year	<u>(1,757,467)</u>	<u>-</u>	<u>(1,757,467)</u>
	<u>12,402,683</u>	<u>56,185</u>	<u>12,458,868</u>

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**NOTES TO THE FINANCIAL STATEMENTS  
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**24. RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES**

	2021	Group 2020
	£	£
Net income/(expenditure) for the year (as per Statement of Financial Activities)	2,397,917	(323,794)
Adjustment for:		
Depreciation and amortisation charges	533,892	591,374
Gains/(losses) on investments	(560,027)	274,053
Dividends and interest from investments	(70,732)	(89,679)
Decrease/(increase) in stocks	4,091	(422)
Increase in debtors	(78,150)	(942,188)
Increase in creditors	57,458	517,457
Loss on disposal of tangible fixed assets	19,780	-
<b>Net cash inflow from operating activities</b>	<b>2,304,229</b>	<b>26,801</b>

**25. ANALYSIS OF CASH AND CASH EQUIVALENTS**

	2021	Group 2020
	£	£
Cash in hand	3,799,317	1,962,223
<b>Total</b>	<b>3,799,317</b>	<b>1,962,223</b>

**26. PENSION COMMITMENTS**

Staff may opt to join a 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 between 2% and 10% (2020: 2% and 10%) of pensionable pay.

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 pension scheme. However, the scheme is a multiple employer scheme and the group is unable to identify its share of the underlying assets and liabilities. The scheme is therefore accounted for as a defined contribution scheme. Contributions are charged to the SOFA so as to spread the cost of pensions over employees' working lives with the charity.

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

The employer's contribution to the scheme is 14.38% (2020: 14.38%) of pensionable pay.

The pension cost charges, representing employer's contributions to both schemes, amounted to £434,795 (2020: £503,219). Contributions totalling £Nil (2020: £70,764) were payable at the year end and are included in other creditors.

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**NOTES TO THE FINANCIAL STATEMENTS  
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**26. PENSION COMMITMENTS (continued)**

Future contributions are expected to be at a similar level.

No trustee qualified for benefits under either of these schemes.

**27. OPERATING LEASE COMMITMENTS**

At 31 March 2021 the total of the groups future minimum lease payments under non-cancellable operating leases was:

Group	2021	2020
Amounts payable	£	£
Within 1 year	303,759	349,409
Between 1 and 5 years	325,993	557,699
After more than 5 years	-	2,034
<b>Total</b>	<b>629,752</b>	<b>909,142</b>

At 31 March 2021 the Charity had annual commitments under non-cancellable operating leases as follows:

Charity	£	£
Amounts payable		
Within 1 year	260,259	297,212
Between 1 and 5 years	266,386	454,592
After more than 5 years	-	2,034
<b>Total</b>	<b>526,645</b>	<b>753,838</b>

**28. RELATED PARTY TRANSACTIONS**

There have been no other related party transactions that require disclosure other than transactions with the subsidiary company Myton Hospice (Promotions) Limited as set out below:

	2021	2020
	£	£
Management fees	93,643	100,616
Payroll costs recharged	1,114,796	1,374,914
Income from donated goods under the retail Gift Aid scheme	251,343	895,850
Gift aid transferred to the Charity	1,150,770	1,383,916

Management fees were calculated as a proportion of the senior leadership teams salaries, and overheads of the management company.

Payroll costs relate to the salaries of the employees whom are paid by Myton Hospice, yet work within one of Myton Hospice Promotions Limited services.

Income from donated goods under the retail Gift Aid scheme are sales which were processed by Myton Hospice (Promotions) Limited on behalf of the Charity and are included under retail income.

**THE MYTON HOSPICES**  
(A company limited by guarantee)

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

**28. RELATED PARTY TRANSACTIONS (continued)**

Gift aid relates to gift aid recovered by Myton Hospice (Promotions) Limited on behalf of the Charity.

The balance outstanding at the year end owed from Myton Hospice (Promotions) Limited was £614,759 (2020: £585,556). The balance outstanding at the year end owed to Myton Hospice (Promotions) Limited was £nil (2020: £nil).

The balance outstanding at the year end owed from Myton Hamlet Hospice Development Limited was £1,094 (2020: £581).

The key management personnel of the charity comprise the CEO and Directors of Income Generation, Finance and Facilities, Nursing and Care, Strategy and Information, HR and the Medical Director. The total employee benefits of the key management personnel of the charity were £539,561 (2020: £609,458).

**29. FINANCIAL INSTRUMENTS**

	2021	Group 2020	2021	Charity 2020
	£	£	£	£
<b>Financial assets</b>				
Financial assets measured at fair value through income and expenditure	3,633,851	2,618,886	3,679,205	2,664,240
Financial assets that are debt instruments measured at amortised cost	4,122,965	3,229,710	5,002,126	2,332,478
<b>Financial liabilities</b>				
Financial liabilities measured at amortised cost	704,362	796,285	571,241	710,681

Financial assets measured at fair value through income and expenditure comprises investments in UK listed securities. Financial assets measured at amortised cost comprise cash at bank, trade debtors and accrued income. Financial liabilities measured at amortised cost comprise trade creditors, accruals and other creditors.

The group's income, expense, gains and losses in respect of financial instruments are summarised below:

	2021	Group 2020	2021	Charity 2020
	£	£	£	£
Total investment income for financial assets measured at fair value through income and expenditure	69,257	83,486	69,257	83,486
Net gains/(losses) on financial assets measured at fair value through income and expenditure	560,027	(274,053)	560,027	(274,053)
Total investment income for financial assets measured at amortised cost	1,357	6,193	1,357	6,193

**30. CAPITAL COMMITMENTS**

At 31 March 2021 the Charity had capital commitments for leasehold improvements of £27,436 (2020: £nil).