

# Report and Financial Statements

**Over and above**

Your Hospital Charity  
supporting the Northern Devon Healthcare NHS Trust

Registered Charity No. 1051463



31 March 2014

Official turf cutting ceremony for the new Chemotherapy and Day Treatment Unit, February 2014

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## Statement from the Chair

I am delighted to introduce the 2013/14 annual report for Northern Devon healthcare NHS Trust charitable Funds.

As Chairman of the Trustees, I am proud to be associated with the valuable work done by the Northern Devon Healthcare NHS Trust Charity. On behalf of the Trustees our gratitude goes out to all volunteers, staff and supporters, whatever their contribution. The commitment & loyalty I have witnessed is outstanding, bringing enhancement to the quality of care to our patients.

In 2013/14 the extensive work & generosity of all our supporters has proved prosperous. Predominantly due to the numerous donations given and events/challenges undertaken by the local communities we serve, the Charity has seen an increase over the year in donated income. Prior to the receipt of transferred income which has been restated to form part of the opening balances for the year, the Charity saw an increase in income overall. The Charity provides vital support to the Northern Devon Healthcare NHS Trust that would not be affordable under the NHS. This means that the NHS funds the outstanding day to day running of the hospitals/Services with additional funding from the charity, enabling that little bit more to improve the patients' experience. Over the year £330,000 was granted to the trust; examples of this can be found in this report.

The Chemotherapy Appeal has seen fantastic public support and during February 2014 we held an official turf cutting ceremony to start the building of a new Chemotherapy and Day Treatment Unit at North Devon District Hospital, which was attended by staff, patients and members of the local community.

We said goodbye to Carolyn Mills, Jac Kelly, Jane Reynolds and Kate Lyons whose term as Trustees ended. I wish to express our appreciation to them all for their dedicated support & contribution to the Charity. I would also like to thank my cohort Trustees and the small team of committed staff, for their hard work throughout the year.

I look forward to the forthcoming year: In 2014 the charity will employ a brand new working name, 'Over & Above'. Our mission remains the same which is to work with and support the patients and staff of the Northern Devon Healthcare NHS Trust.

Address of Charity: Charitable Funds Section  
Finance Department  
Northern Devon Healthcare NHS Trust  
North Devon District Hospital  
Raleigh Park  
Barnstaple  
North Devon  
EX31 4JB  
Tel: 01271 314016

### Advisors

Bankers: National Westminster Bank  
41 High Street  
Barnstaple  
North Devon  
EX31 1DA

Co-operative Bank  
PO Box 101  
1 Balloon Street  
Manchester  
M60 4EP

Investment Managers: Barclays Wealth & Investment Management  
4th Floor  
Bridgewater House  
Counterslip  
Finzels Reach  
Bristol  
BS1 6BX

Independent Auditors: Grant Thornton UK LLP  
Hartwell House  
55-61 Victoria Street  
Bristol  
BS1 6FT

## Structure, Governance and Management

The charity is a Charitable Trust governed by Trust deeds that were sealed by Northern Devon Healthcare NHS Trust on 30th October 1995. The subsidiary charities are also largely governed by Declarations of Trust. However, the Remfry Special Purpose Charitable Fund is governed by a Will dated 13th September 1934. The Northern Devon Healthcare NHS Trust (Permanent Endowment) Common Investment Fund and the Northern Devon Healthcare (Expendable Funds) Common Investment Fund are both governed by Schemes, sealed by the Charity Commission.

The Corporate Trustee is the Northern Devon Healthcare NHS Trust, and the Trustees are the Executive (voting) Directors and Non-Executive Directors of the Trust Board, who act in trusteeship for that body. The Chairman and Non-Executive Directors are appointed by the Secretary of State for Health and the Director of Finance has delegated authority for the day to day management and control of the administration of the Trust's charitable funds.

All Charities must have charitable purposes or aims that are for the 'public benefit'. This is known as the 'public benefit requirement'. 'Public benefit' is the legal requirement that every organisation set up for one or more charitable aims must be able to demonstrate that its aims are for the public benefit if it is to be recognised, and registered, as a charity in England and Wales. There are two key principles, both of which must be met in order to show that an organisation's aims are for the public benefit. Firstly there must be an identifiable benefit or benefits and secondly the benefits must be to the public or section of the public. The Corporate Trustee confirms that it has had regard to the Charity Commission public benefit guidance where relevant.

## Trustees

The following Trustees were in office at 31 March 2014 and served throughout the year unless stated otherwise.

### *Non Executive Directors:*

Roger French - Chairman  
Pauline Geen  
Nick Lewis  
Jane Reynolds (left Trust May 2014)  
Chris Snow  
Tim Douglas-Riley (from May 2013)

### *Executive Directors:*

Jac Kelly (left Trust April 2014)  
Kate Lyons (left Trust June 2014)  
Andy Robinson  
Alison Diamond  
Carolyn Mills (left Trust December 2013)  
Kevin Marsh (from April 2014)  
Janet Phipps (from July 2014)  
Robert Sainsbury (from November 2014)  
George Thomson (from November 2014)

## Training and Induction process for Trustees

Trustees are members of the Trust Board of Directors and as such are subject to an induction programme on appointment to the Board.

## Finance Sub Committee

The Committee meet bi-annually to review the Charity's affairs, to review the management of the investment portfolio and other funds, to agree the allocation of grant funding within the objectives, and to consider and approve plans for fundraising and income generation. Decisions of the committee are informed by professional advisers in relation to the investment portfolio.

*Membership during 2013/14:*

Chris Snow

Roger French

Andy Robinson

Kevin Marsh (from April 2014)

Jane Reynolds (left Trust May 2014)

The Northern Devon Healthcare NHS Trust Charitable Fund is an umbrella charity encompassing 22 additional registered charities at the balance sheet date, which are held for the benefit of hospitals and services managed by Northern Devon Healthcare NHS Trust and Devon Partnership Trust.

The funds held by the Charity are classified as a combination of unrestricted and restricted income funds.

Within each of the additional registered Charities there are a number of funds relating to particular wards and departments. Each fund is managed on a day to day basis by a Nominated Officer normally the Directorate General Manager. The Director of Finance appoints Nominated Officers on behalf of the Trustees.

## Staff

During the year the following staff were employed by Northern Devon Healthcare NHS Trust and seconded to the Charity:

*Finance team:*

Andy Robinson, director

Karen Sandwell, assistant director

Odette Brown, charity accountant

Kate Winter, PA

Kirsty Milton, finance officer

*Fundraising team:*

Ian Roome, fundraising manager

Julie Whitton, fundraising officer

Gemma Steele, fundraising assistant

## Investment Policy

The Trustees investment powers are determined by the Trust Deed, which gives the Trustees a general power of investment, subject to a restriction that no speculative or hazardous investments, specifically futures or traded options are allowed.

The charity runs a pooled scheme for the special charities. The pooling arrangement was approved by the Charity Commissioners in October 1999.

The Trustees have a formal investment policy that is reviewed on an annual basis. The investment objective is to achieve a balance of maximising current income while aiming for growth in capital value.

The current method of investing is via Barclays Wealth investment Management Ltd, the charity's investment managers. Monies are invested in a mixed portfolio of bonds and equity stock. The portfolio increased in value by approximately 118% during the year, mainly attributable to the portfolio of investments transferred from the Devon Primary Care Trust Charity, increasing the portfolio by 116% at the beginning of the year.

## Reserve Policy

The Charity has a formal policy approved by the Trustees regarding the holding of reserves, which is reviewed on an annual basis.

The present policy is stated as follows:

The Trustees do not hold reserves as defined by the Charity Commissioners. The Trustees have no material recurring commitments for which it would be prudent to hold reserves against uncertainties; the main form of expenditure is by grants to the Northern Devon Healthcare Trust and Devon Partnership Trust and commitments are only given to the level of resources within the funds received and held.'

## Risk Management Policy

The Trust maintains a Corporate Risk Register, and any risks to which the charity is exposed would be recorded within the Corporate Trustee's own register in line with its processes.

The major risks to which the charity is exposed, as identified by the Trustees have been reviewed and systems have been established to mitigate those risks.

## Objectives

The general charity was registered with the objective:

"For any charitable purpose and purposes relating to the National Health Service, wholly or mainly for the Northern Devon Healthcare NHS Trust."

The objects of the subsidiary charities restrict expenditure either to a particular location or to a particular charitable purpose related to healthcare within the Northern Devon Healthcare Trust and Devon Partnership Trust responsibilities, except the two Charitable Investment Funds, which are investment media only.

The overall policy of the Trustees is to provide support to Northern Devon Healthcare NHS Trust and Devon Partnership Trust by the following means: -

### **Patients Expenditure**

purchase of small equipment, provision of services e.g. aromatherapy and the provision of facilities not normally provided by or in additional to the normal NHS provision.

### **Staff Expenditure**

- a) Motivation of staff, by improving staff facilities and by providing services that improve the staff's wellbeing,
- b) Education of staff by providing education over and above what would normally be provided by the Trust.

### **Capital Equipment**

Equipment in addition to that normally provided by the NHS Trust.

### **Research Expenditure**

Resources to allow staff to undertake non-commercial research and educational activities.

The objectives of each of the individual designated funds will state whether the use of the fund is for patients, staff or the provision of equipment or research.

# Activities and Achievements

## Chemotherapy Appeal

Following an official turf cutting ceremony in February 2013 we started the construction of the new Chemotherapy and Day Treatment Unit at North Devon District Hospital. The Chemotherapy Appeal continues to fundraise the £2.2m to build this unit. This figure may increase as the needs of the unit changes. Certainly the hospital planners are working hard with clinicians and staff to identify items that can be transferred to the new unit and the purchase of new equipment in time for the opening. This is a very complex process but we all want the new unit to be the best that it can be.

Despite the continuing difficult economic climate the local community has continued to show strong support for the Chemotherapy Appeal. The Charity is extremely grateful for the support provided by the local community across North Devon and other region. Many people have kindly given up their free time to help raise funds. Fundraisers have kayaked from Clovelly to Croyde and to Lundy, undertaken three peak challenges, bike rides, beach walks, skydives, bath pushes, coffee mornings and much more. The Charity recognises the efforts of everyone no matter how big or small – a handful of examples are featured below:

NDDH staff from Chemotherapy, Radiology, Estates, Telephonists, General Office Porters and Sodexo all took part in a frenzied Halem shake to raise funds for the Chemotherapy Appeal.



Nineteen North Devon District Hospital Theatre staff had their Heads shaved in aid of the Chemotherapy Appeal. The venue was packed with hospital theatre staff, friends and colleagues ready for the awesome head shave which, we believe, must have been one of the biggest head shaves in North Devon.



Pickwell Manor Scarlett Ball raised £4000 for the appeal. One of the ball organisers Tracey Elliott, also a palliative care nurse, commented, "The new chemotherapy unit will make such a difference to patients undergoing treatment. It will provide them with an open, comfortable environment in which to receive treatment, where they can be supported by friends and family rather than undergoing treatment alone as in many cases. It is such an important appeal, cancer touches so many lives - we are glad to be involved."



Once more our annual Big Purple Day event proved a fantastic success with many staff members, businesses and individuals getting involved and creative with the colour purple. Supporters' baked purple cakes, knitted purple outfits, wore purple wigs all to raise vital funds.

The local media continue to actively support the appeal and this helps the charity to promote its events. The charity's social presence on Facebook, Twitter and YouTube assists us in getting our charity appeal updates into the public domain.

The Fundraising Team, including our volunteers, remain committed to providing our supporters with merchandise and materials to help them reach their fundraising targets. The team uses a wide variety of income generation methods including applying to Trusts and Grants funders, using online giving methods and organising a varied events portfolio.

Ian Roome, Fundraising Manager said: "I am elated by the fantastic support from staff and members of the public in relation to their continuing support of the Chemotherapy Appeal. It is without doubt that this support encouraged our Trustees to approve the construction works to proceed. A massive thank you must go to everyone who has supported the charity including our dedicated volunteers who give up their precious time to help with fundraising and awareness activities."

## Volunteers

Volunteers play a vital role in all aspects of the charity's work. They help to both raise vital funds and increase awareness of the charity. The charity values the contribution made by its volunteers and offers training in specific fundraising activities in line with the Institute of Fundraising Codes of Practice. The Fundraising Manager develops a program of fundraising training days throughout the year.



## Community & Corporate Support

The Charity is overwhelmed by the local community and support from other regions. Our gratitude goes out to everyone who has kindly given to the appeal, and to those who have donated their time to support us. A sample of supporters are featured below:

- Devon Queen Victoria Commemoration & King Edward VII Memorial Fund, a local Devon Charity for supporting the South Molton Hospital Patients fund
- Exeter Leukaemia Fund for supporting the Chemotherapy Appeal and the Roy Evans fund. Also known as 'ELF', the Exeter Leukaemia Fund charity was set up to support individuals with Leukaemia, lymphoma & other blood disorders, and their families.
- West Hill Women's Institute for their generous support to the Ottery St Mary Hospital Fund
- Exonia Bowling Club for supporting the Mardon Community Fund
- Breathe Easy North Devon for their support to patients coping with respiratory difficulties

## Making life better for patients in Devon

Our funds have helped patients in various ways throughout the year. The Charity has awarded grants totalling £330,000 to improve their care and treatment.

Some of the key areas the Charity has supported are included below with some examples of how the funds have been used:



## Patient Support

The Charity invested into projects to help make a more positive patient experience. We have invested into making improvements to the hospital environment, enhancing areas with more modern facilities.

### Dishwasher for day patients £4,000

The Rowan dementia assessment unit based at the Ottery St Mary Hospital offers facilities to accommodate day patients. To promote wellbeing and self-esteem the patients enjoy a newly refurbished fully functioning kitchen where they can acquire supervised cooking activities and are able to make refreshments. To ease the patient experience a dishwasher was granted to the unit and implemented into the kitchen's function.

### Recondo Recliner Chairs £2,500

Due to the nature of the High Dependency children's unit care parents were unable to have a bed next to their child. The reclining chairs purchased from a specific legacy income will ensure their needs are met; such as the ability to stay with their very sick child. This can relieve distress to the child, and help with recovery.

### Furniture for patient waiting area £3,150

Patients visiting the Exmouth Hospital Minor Injuries Unit can now enjoy the benefit of newly purchased chairs within the waiting area. The chairs are modern, and provide comfort whilst the patient waits to receive treatment.

#### Hydrotilt Chair £2,100

The chair will help patients who otherwise would be nursed in bed to sit out. It offers the benefit of some mobility, such as allowing hospital staff to transport the patient to the ward day room. The chair's supportive system offers in-built pressure relief to those who cannot remain in the sitting position independently, subsequently boosting the patient's morale.

#### Reconfigure patient bays £2,500

To improve patient safety, and improve staff working environment four patient bays were reconfigured within the Medical Assessment Unit. Within the bays the reconfiguration of storage units has allowed for designated seating for staff undertaking patient paperwork, whilst being highly visible to patients and families. The imperative work has improved:

- patient safety through the reduction of falls via increased staff visibility
- hourly patient reviews in the bays
- communication
- overall enhances the patient's experience whilst maintaining their safety
- reduces staff standing for long periods

#### Additional aerial outlets £1,700

Patients residing at the Seaton Hospital often experienced television reception problems, including limited areas available to enjoy television entertainment. To improve this 11 additional points throughout the hospital have been installed including the installation of an amplifier to improve reception.

## Equipment

Whilst equipment is provided from NHS resources, and high levels of care to patients are already maintained by excellent teams of professionals, charitable funding is vital to provide supplementary support.

#### Retinal Camera £9,000 contribution

Supporting the clinical pathway for Glaucoma Care, the Tiverton Hospital was granted a Canon CR2 retinal camera. This provides retinal imaging technology and enhancements, easing diagnosis and detection. The camera is lightweight, compact and can remain mobile for easy transportation if required.

#### Reclining Chair £5,100

This grant award will enable patient safety and independence whilst improving mobility. It will facilitate patient rehabilitation and provide safer patient transfers. The chair has the ability to adjust seat and wheel height, has a gel pressure-relieving seat, and swivel arm rest. It is available for use in the Medical Ward at Ottery St Mary Hospital.

#### Resus Trolleys £3,800

Incorporating oxygen bracket and IV pole the trolleys are fitted with unique tamper-evident seals. Granted to the Tiverton Hospital three adult trolleys and one paediatric trolley will replace the existing equipment used by the hospital.

#### Traction Equipment £1,900

Equipment compatible for use with an existing physiotherapy couch, has replaced existing un-repairable equipment which proved a valuable asset to the department. By continuing to offer this modality of care, enhancement to patient recovery is achieved, thus reducing potential back surgery costs.

#### Delfin Moisturemeter device £2,000 contribution

The North Devon Lymphoedema Service benefitted by the acquisition of a delfin moisturemeter device. Part purchased from a specific donation made to the service the device is used in the preclinical detection of lymphoedema, and to audit therapy results. Is it part of an assessment process preoperatively for the breast cancer patients, providing a proactive approach with patients reassessed and monitored through an algorithm approach. This group of patients makes up 50% of the caseload. The aim is to prevent or limit the degree of lymphoedema development by early treatment intervention at a preclinical stage. The device is also used on patients for therapy analysis in those with lower limb oedema. It offers portability, easy handling to the user and is non invasive, quick, and comfortable to the patient.

#### ECG Machine £2,000

Community Teams offer care to patients at home with long term conditions. To accommodate patient requirements the teams carry many types of equipment. The team supporting patients residing within the Ilfracombe area relied on a loan ECG machine provided by GP Surgeries in the area. As availability proved unreliable the charity approved the purchase of a machine exclusively for the utilisation of the Ilfracome Community Team.

#### IntelliVue MP5 Observation Machine £5,500

To streamline equipment used to perform physiological measurements, and to continue to be able to monitor a larger group of stroke patients through the central monitoring system an observation machine was granted to support the existing two machines in operation. This will ensure that any patient can be continuously monitored from any of the bed spaces on the ward, with the benefit of measurement visibility by the nurses at their station.

## Other contributions

The charitable funds continue to support the purchase of many smaller items of equipment and further items have been purchased for the benefit and welfare of patients and staff.

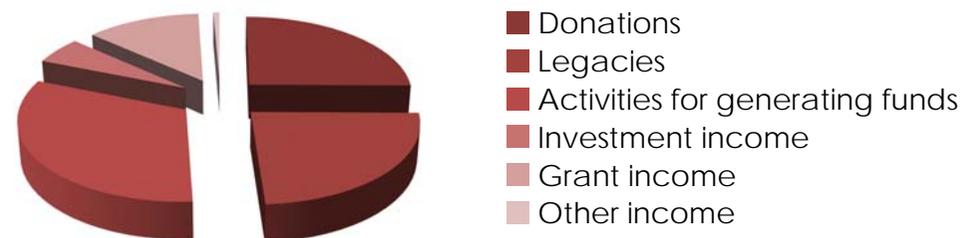
There have been no significant changes in the activities of the charity in the financial year.

## Financial Review

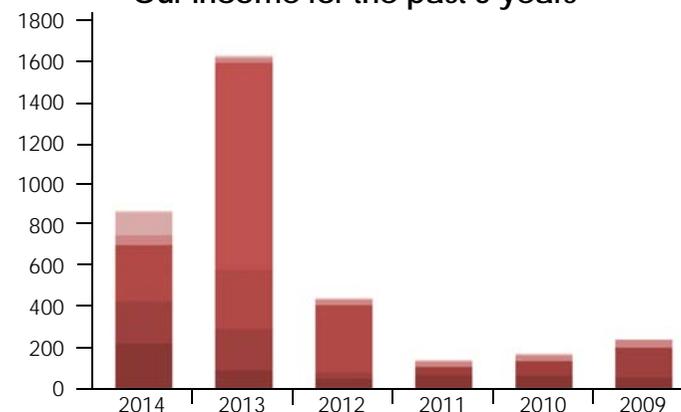
The net assets of the charity as at 31 March 2014 are £3,035,000 increasing from £2,585,000 in 2013. In the year there was a decrease of incoming resources, and an increase of resources expended. The investment portfolio increased significantly as the year commenced due to the actual receipt of the Invested community funds, transferred in 2012/13 under the NHS Bodies (transfer of property) Order dated 8th March 2013. In addition the investments performed well over all. The Charity continues to rely on donations, legacies and investment income as sources of income, and has also seen an increase in grant income.

Total incoming resources for the year are £870,000, which has decreased by 47% since 2012/13. The decrease in income is mainly attributable to the transfer of funds in 2012/13, managed previously by the Devon Partnership Care Trust. At the point of transfer dated 8th March 2013 the Community Services funds were valued at £1,017,000, which significantly increased the incoming resources for the year 2012/13. The underlying level of voluntary donations from individuals has increased significantly; similarly income received from grants has increased. This is mainly due to the Charity's focus to maximize the submission of grant applications. Legacies received have increased slightly during the year reporting a 2% rise from 2013, with income from investments increasing by 100% during the year.

Where our income came from

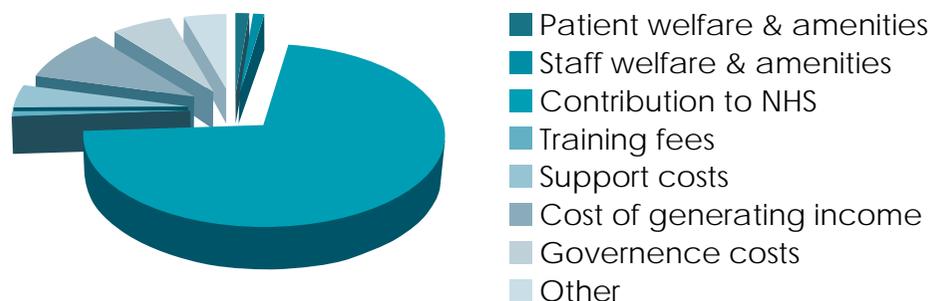


Our income for the past 5 years

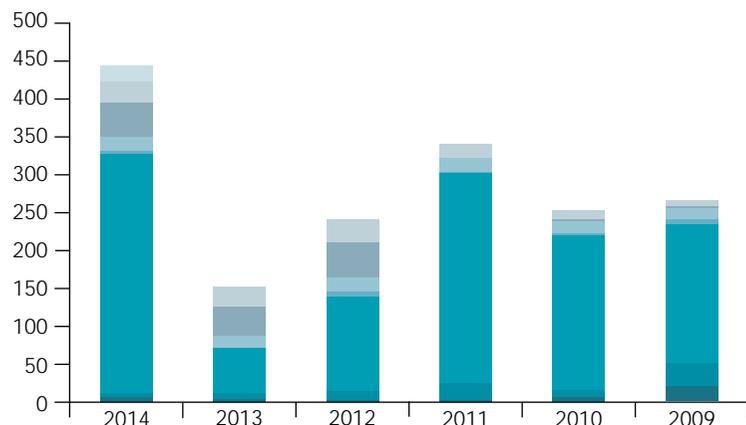


Expenditure of £441,000 has increased by 194% since last year; the Trust continues to be committed to making appropriate use of its charitable funds.

Where we spend our funds



Our total expenditure for the last 5 years



## Departmental & Ward Funds

There are approximately 125 departmental and ward funds; these funds are used specifically in the designated area for the benefit of patients and staff.

The funds benefit patients by purchasing supplementary/complimentary equipment or services, which the Trust is unable to provide through exchequer funds. An example of this is the provision of children’s toys for Caroline Thorpe Children’s Ward.

Staff expenditure is used to further staff training and education thereby promoting efficient performance of their duties and development of staff skills, with support also given to team building activities.

Approximately £2.4 million of the funds held at year end is in designated funds.

## General Funds

The income received in these funds is not specific with regard to department or ward but may be used more generally across the Trust.

General funds include the North Devon District Hospital General Fund and the Patients’ Special Purpose Charitable Fund.

Examples of some of the charity’s achievements during the year are included in the activities above. Many departments within North Devon District Hospital and across community hospitals have benefited from donations and legacies.

## Relationships with Related Parties/ External Bodies

Related Parties – the Northern Devon Healthcare NHS Trust is considered a related party as the charity and the NHS Trust are under common control. A profile of the NHS Trust is shown below.

### Northern Devon Healthcare NHS Trust Profile

The Trust, established on 1st April 1991, operates across 1,300 square miles, providing care for people from Axminster to Bude and from Exmouth to Lynton.

The Trust offers both acute services, centred on North Devon District Hospital (NDDH) and adult community services, across a network of 17 community hospitals and nine integrated health and social care community clusters, spanning Torridge, North Devon, East Devon, Exeter, Mid Devon, Teignbridge and West Devon.

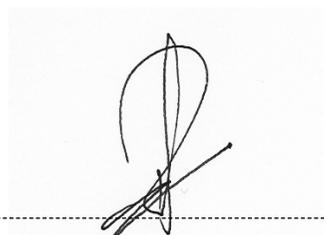
Community-based and specialist staff also work from GP surgeries, other local bases and, increasingly, in people's own homes.

Integration – a 'joined up' approach – is essential to this way of working. The Trust was one of the first in England to integrate acute and community healthcare services, in 2006, adding adult community health and social care services in 2008.

## Events since the year end and future plans

The charity plans to continue to use its resources to further enhance the services provided by the Northern Devon Healthcare NHS Trust in relation to patient care and to staff training and welfare. This will include the provision of equipment and contribution towards training for staff. With a committed team the charity will be working hard to achieve the best for the patients of Devon.

The Charity will continue its fundraising activities, in order to maximize funding potential and enhance future projects within the Trust.



Signed: .....

Date: .....27/1/15.....

**Chair of Charitable Fund Committee**

## Accounts

Northern Devon Healthcare NHS Trust Charitable Fund  
Registered Number 1051463  
Year ended 31 March 2014

### Trustees' Responsibilities Statement

The Trustees are responsible for preparing the Trustees' Annual Report and the Financial Statements in accordance with applicable law and regulations.

The Charities Act 2011 requires the Trustees to prepare financial statements for each financial year. The Trustees have to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable 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 charity, and of the incoming resources and application of resources, including the income and expenditure of the charity for that period. In preparing these Financial Statements the Trustees are required to:

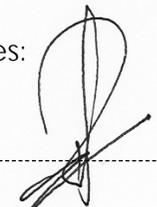
- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the Financial Statements;
- prepare the Financial Statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity, and enable them to ensure that the Financial Statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations and the provisions of the trust deed. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Charity did not experience any serious incidents that should have been brought to the attention of the Charity Commission, but were not.

Approved by the Trustees:

Chairman \*



Date: 27/1/15

Trustee



Date: 27/1/15

\*the Board may authorise another trustee to sign in place of the Chairman.

## Independent auditor's report to the trustees of Northern Devon Healthcare NHS Trust Charitable Fund

We have audited the financial statements of Northern Devon Healthcare NHS Trust Charitable Fund for the year ended 31 March 2014 which comprise the Statement of Financial Activities, the Balance Sheet and related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charity's trustees, as a body, in accordance with Section 154 of the Charities Act 2011. Our audit work has been undertaken so that we might state to the charity's trustees 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 charity and its trustees as a body, for our audit work, for this report, or for the opinions we have formed.

### Respective responsibilities of trustees and auditor

As explained more fully in the Trustees' Responsibilities Statement set out on page 15, the trustees are responsible for the preparation of financial statements which give a true and fair view.

We have been appointed as auditor under section 149 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for Auditors.

### Scope of the audit of the financial statements

A description of the scope of an audit of financial statements is provided on the APB's website at [www.frc.org.uk/apb/scope/private.cfm](http://www.frc.org.uk/apb/scope/private.cfm)

## Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2014, and of its incoming resources and application of resources, 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 Charities Act 2011.

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

We have nothing to report in respect of the following matters where the Charities Act 2011 requires us to report to you if, in our opinion:

- the information given in the Trustees' Annual Report is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns;

or

- we have not received all the information and explanations we require for our audit.



Grant Thornton UK LLP  
Statutory Auditor, Chartered Accountants  
Harwell House, 55-61 Victoria Street, Bristol, BS1 6FT

29 January 2015

## Statement of Financial Activities for the year ended 31 March 2014

	Note	Unrestricted funds '£000	Restricted funds '£000	Endowment funds '£000	Total Funds £000	2013 As Restated Total Funds £000
<b>Incoming resources</b>						
Voluntary Income:						
Donations		153	66	0	219	89
Legacies		42	166	0	208	203
Transfer of funds	2.1	0	0	0	0	1017
Grants receivable	2.2	111	0	0	111	3
Total Voluntary Income		306	232	0	538	1312
Operating activities:						
Activities for generating funds	2.3	278	0	0	278	293
Investment Income	2.4	41	7	0	48	24
Other Incoming Resources	2.5	5	1	0	6	1
<b>Total incoming resources</b>		<b>630</b>	<b>240</b>	<b>0</b>	<b>870</b>	<b>1630</b>
<b>Resources expended</b>						
Costs of Generating Funds	3.1	37	7	0	44	37
Charitable Activities:						
Grants payable	3.2	233	116	0	349	89
Governance Costs	3.3	24	4	0	28	24
Other resources expended	3.4	19	1	0	20	0
<b>Total resources expended</b>		<b>313</b>	<b>128</b>	<b>0</b>	<b>441</b>	<b>150</b>
Net Incoming/(Outgoing) Resources Before Transfers		317	112	0	429	1480
Gross Transfer Between Funds	9.3	12	-11	-1	0	0
Net incoming/outgoing resources		329	101	-1	429	1480
Gains/(Losses) on reval & disposal of investment assets		19	2	0	21	36
Net movement in funds		348	103	-1	450	1516
Fund Balances Brought Forward		2063	484	38	2585	1069
<b>Fund balances carried forward</b>		<b>2411</b>	<b>587</b>	<b>37</b>	<b>3035</b>	<b>2585</b>

The notes appearing at pages 18 to 26 form part of these accounts.

Signed

Chair of Charitable Funds Committee

Date 27/1/15

## Balance Sheet as at 31 March 2014

	Note	Total Funds £000	2013 As Restated Total Funds £000
<b>Fixed Assets</b>			
Investments	4	1661	760
<b>Total Fixed Assets</b>		<b>1661</b>	<b>760</b>
<b>Current Assets</b>			
Debtors	5	30	1051
Short Term Investments And Deposits	6	650	50
Cash At Bank And In Hand	7	652	755
<b>Total Current Assets</b>		<b>1332</b>	<b>1856</b>
Creditors: Amounts Falling Due Within One Year	8	58	31
<b>Net Current Assets</b>		<b>1274</b>	<b>1825</b>
<b>Non Current Assets</b>			
Debtors: Amounts Falling Due More Than One Year	5	100	0
<b>Total Net Assets</b>		<b>3035</b>	<b>2585</b>
<b>Funds of the Charity</b>			
Capital Funds:			
Endowment Funds	9.1	37	38
Income Funds:			
Restricted	9.2	587	484
Unrestricted		2411	2063
<b>Total Funds</b>		<b>3035</b>	<b>2585</b>

The notes appearing at pages 18 to 26 form part of these accounts.

## Notes to the Financial Statements

## 1. Accounting Policies

## (a) Basis of preparation

The financial statements have been prepared under the historical cost convention with the exception of investments, which are included at market value. The financial Statements have been prepared in accordance with the Statement of Recommended Practice by Charities (SORP 2005), with the FRSSE effective 2008, and applicable UK Accounting Standards and the Charities Act 2011.

## (b) Funds structure

Where there is a legal restriction on the purpose to which a fund may be put, the fund is classified either as an endowment fund, where the donor has expressly provided that only the income of the fund may be applied, or as a restricted income fund where the donor has provided for the donation to be spent in furtherance of a specified charitable purpose.

Endowment funds, where the capital is held to generate income for charitable purposes, are sub analysed between those where the trustees have the discretion to spend the capital, expendable endowment, and those where there is no discretion to expend the capital, permanent endowment.

Unrestricted income funds are sub analysed between designated funds, where the trustees have set aside amounts to be used for specific purposes often reflecting the non-binding wishes of the donors, and unrestricted funds, which are applicable for any purpose at the trustees, unfettered discretion.

## 1. Accounting Policies (continued)

### (c) Incoming resources

All incoming resources are included in the Statement of Financial Activities as soon as all of the following factors are met:

- i) Entitlement - arises when a particular resource is receivable, or the charity's right becomes legally enforceable;
- ii) Certainty - when there is a reasonable certainty that the incoming resources will be received the charity is legally entitled to the income; and
- iii) Measurement – when the monetary value of the incoming resources can be measured with sufficient reliability.

### (d) Incoming resources from legacies

Legacies are accounted for as incoming resources, either upon receipt or where the receipt of the legacy is reasonably certain; this will be once confirmation has been received from the representatives of the estate(s) that payment of the legacy will be made or property transferred and once all conditions attached to the legacy have been fulfilled and the amount of incoming resources is known with reasonable certainty.

Material legacies, which have been notified but not recognised as incoming resources in the Statement of Financial Activities, are disclosed in a separate note to the accounts with an estimate of the amount receivable.

### (e) Incoming resources from endowment funds

The incoming resources received from the investment of endowment funds are wholly unrestricted but have been earmarked in accordance with the donor's stated wishes.

### (f) Resources expended and irrecoverable VAT

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. All expenditure is recognised once there is a legal or constructive obligation committing the charity to the expenditure. Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

### (g) Recognition of liabilities for grants payable

Grants payable are payments made to related parties or third party NHS bodies and non NHS bodies in furtherance of the charitable objectives of the funds held on trust, primarily for the relief of those who are sick. The grants are accounted for on an accruals basis where the conditions for their payment have been met or where the recipient has a reasonable expectation that they will receive a grant. Provisions are made where approval has been given by the trustee, due to the approval representing a firm intention, which is communicated to the recipient.

### (h) Allocation of overhead and support costs

Overhead and support costs have been allocated between Charitable Activities, Governance costs and Fundraising. Costs that are not wholly attributable to an expenditure category have been apportioned. The analysis of overhead and support costs and the bases of apportionment applied are shown in Note 3.

### (i) Management and administrative costs

These represent the costs incurred in the organisation administration and governance costs. This will include appropriate proportions of salary costs from the trust.

## 1. Accounting Policies (continued)

### (j) Costs of generating funds

The costs of generating funds are those costs attributable to generating income for the charity, other than those costs incurred in undertaking charitable activities or the costs involved in undertaking trading activities in furtherance of the charity's objects, and represent investment management fees and fundraising costs.

### (k) Charitable activities

Costs of charitable activities comprise all costs identified as wholly or mainly incurred in the pursuit of the charitable objects of the charity. These costs, where not wholly attributable, are apportioned between the categories of charitable expenditure in addition to the direct costs. The total costs of each category of charitable expenditure therefore include support costs and an apportionment of overheads, as shown in Note 3.

### (l) Governance costs

Governance costs comprise all costs identifiable as wholly or mainly attributable to ensuring the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to statutory audit together with an apportionment of overhead and supports costs.

### (m) Fixed asset investments

Investments are stated at market value as at the balance sheet date. The statement of financial activities includes the net gains and losses arising on revaluations and disposals throughout the year.

Quoted stocks and shares are included in the balance sheet at mid-market price, excluding dividend. The trustees do not consider that any individual holding of securities would have a material effect on the quoted market price. All investments are held to provide an investment return.

### (n) Realised gains and losses

All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and opening market value (purchase date if later). Unrealised gains and losses are calculated as the difference between the carrying value at the year end and opening market value (or purchase date if later).

### (o) Pensions

The charity is a grant making charity and has no employees and any pension contribution liabilities that may arise are solely the responsibility of the grant recipient.

### (p) Apportionment

Items of income and expenditure are apportioned on a quarterly basis to qualifying funds in direct proportion to the average balance of the fund in the quarter as a proportion of the total average balances.

### (q) Staff costs

The Charity had no employees in the year, departmental staff are employed by Northern Devon Healthcare NHS Trust and are fully seconded to the Charity. The total costs are recharged by the trust in their entirety and are shown under 'Departmental Salaries' in note 3.

### (r) Contingencies

There are no contingencies to report.

### (s) Commitments, Liabilities and Provisions

There are no commitments, liabilities or provisions to report. Creditors of £57,724 have been included in this set of accounts. These are considered to be a legal or constructive obligation because commitments have been made to fund items, salaries and approved non recurrent expenditure which can be reliably estimated. Invoices have been received since the Balance sheet date for the remaining items.

## 1. Accounting Policies (continued)

### (t) Trustee and connected persons transactions

#### Trustee expenses reimbursed

Northern Devon Healthcare Trust is the corporate trustee of the Charity. The corporate trustee did not pay any expenses during the year to any member of the trust board or to any member of the Charity committee.

#### Trustee remuneration

Members did not receive any remuneration from the Charity in the year.

### (u) Related party transactions

During the year none of the Charity trustees or members of the key management staff or parties related to them has undertaken any material transactions with the Northern Devon Healthcare NHS Trust Charity.

The charitable trust has made revenue and capital payments to Northern Devon Healthcare NHS Trust and Devon Partnership Trust:

	2014 Total payments £000	2013 Total payments £000
1. Northern Devon Healthcare NHS Trust -The Trust is the corporate trustee of the umbrella charity and its subsidiary charities. The acute hospital services administered by the NHS Trust are a major beneficiary of the relevant charities. Grants have been made during the year to the NHS Trust.	330	70
<b>Total</b>	<b>330</b>	<b>70</b>

### (v) Post balance sheet event

There are no post events to report.

## 2. Details of incoming resources

### 2.1 Prior year adjustment

Following the transfer of Community Services to the Northern Devon Healthcare NHS Trust, a number of funds have been transferred from the Devon Primary Care Trust Charity to reflect the service transfer. The NHS Bodies (transfer of property) Order came into force on 8th March 2013, subsequently the actual funds were received in the year 2013/14. The income was not included at 2012/13, therefore has been restated to form the opening balances for the year 2013/14.

The following table forms part of the restated opening balances for the year.

	Unrestricted funds '£000	Restricted income funds '£000	Endowment Capital funds '£000	Total funds £000
Devon Community Services	755	260	2	1017

### 2.2 Material grants received by category

Description of the sources of any material grants by category	Amount received in aggregate	
	2014 £000	2013 £000
Chemotherapy Appeal:		
Kay Kendall Leukaemia Fund	60	0
Garfield Weston Foundation	50	0
The Norman Family Charitable Trust	1	0
Caroline Thorpe Children's fund:		
Jaden Cornelious Foundation	0	3
<b>Total</b>	<b>111</b>	<b>3</b>

## 2. Details of incoming resources (continued)

### 2.3 Details of activities for generating funds

	Unrestricted funds '£000	Restricted Income funds '£000	Endowment Capital funds '£000	2014 Total £000	2013 Total £000
<b>Activities for generating funds</b>					
Fundraising activities	278	0	0	278	293
<b>Total Activities for generating funds</b>	<b>278</b>	<b>0</b>	<b>0</b>	<b>278</b>	<b>293</b>

### 2.4 Analysis of gross income from investments

	Unrestricted funds '£000	Restricted Income funds '£000	Endowment Capital funds '£000	2014 Total £000	2013 Total £000
<b>Total gross income</b>					
Investments held as part of the investment portfolio	41	7	0	48	24
Interest on short term deposits	0	0	0	0	0
<b>Total Investment Income</b>	<b>41</b>	<b>7</b>	<b>0</b>	<b>48</b>	<b>24</b>

### 2.5 Details of other material incoming resources

	Unrestricted funds '£000	Restricted Income funds '£000	Endowment Capital funds '£000	2014 Total £000	2013 Total £000
<b>Material incoming resources</b>					
Miscellaneous income	5	1	0	6	1
<b>Total Other Incoming Resources</b>	<b>5</b>	<b>1</b>	<b>0</b>	<b>6</b>	<b>1</b>

## 3. Details of resources expended

### 3.1 Cost of generating funds

(a)	2014 Total £000	2013 Total £000
Investment Manager's fees	1	1
Fundraising costs	8	10
	<b>9</b>	<b>11</b>
Support costs	35	26
<b>Total</b>	<b>44</b>	<b>37</b>

(b) Cost of Generating funds allocation summary	Unrestricted funds '£000	Restricted Income funds '£000	Endowment Capital funds '£000	2014 Total £000	2013 Total £000
Support Costs	29	6	0	35	26
Direct Costs	8	1	0	9	11
<b>Total</b>	<b>37</b>	<b>7</b>	<b>0</b>	<b>44</b>	<b>37</b>

### 3.2 Grants payable

	Unrestricted funds '£000	Restricted Income funds '£000	Endowment Capital funds '£000	2014 Total £000	2013 Total £000
Patients Welfare & amenities	7	0	0	7	4
Staff Welfare & amenities	3	2	0	5	7
Contribution to NHS	202	112	0	314	58
Training course	3	1	0	4	1
Support costs	18	1	0	19	19
<b>Total</b>	<b>233</b>	<b>116</b>	<b>0</b>	<b>349</b>	<b>89</b>

### 3. Details of resources expended (continued)

#### 3.3 Allocation of support costs and overheads

(a) Analysis of expenditure					
	Governance funds £000	Charitable Activities funds £000	Generating Funds funds £000	2014 Total funds £000	Basis of Apportionment funds £000
Departmental salaries	23	17	34	74	Time
Administration				0	Actual
External audit	4			4	Governance
Insurance premiums			1	1	Actual
Courses, conferences & fees	1			1	Actual
Bank charges		1		1	Department
Printing & Stationery				0	Time
Computer software maintenance	0	1	0	1	Department
Miscellaneous				0	Actual
<b>Total</b>	<b>28</b>	<b>19</b>	<b>35</b>	<b>82</b>	

(b) Support cost allocation Summary					
	Unrestricted funds £000	Restricted funds £000	Endowment funds £000	2014 Total £000	2013 Total £000
Governance	24	4	0	28	24
Charitable activities	18	1	0	19	19
Generating funds	29	6	0	35	26
<b>Total</b>	<b>71</b>	<b>11</b>	<b>0</b>	<b>82</b>	<b>69</b>

#### 3.4 Other resources expended

	Unrestricted funds £000	Restricted funds £000	Endowment funds £000	2014 Total £000
Transfer of funds to Devon Partnership Trust	19	0	0	19
S Hawkins deferred asset revaluation	0	1	0	1
<b>Total</b>	<b>19</b>	<b>1</b>	<b>0</b>	<b>20</b>

### 4. Investments

	2014 £000	2013 £000
<b>Fixed Asset Investments</b>		
Market Value at Start of Financial Year	760	725
Less: Disposals at Carrying Value	-1003	-272
Add: Acquisitions at Cost	1889	269
Net Gain/(Loss) on Revaluation	15	38
<b>Market Value at End of Financial Year</b>	<b>1661</b>	<b>760</b>

Historic Cost at End of Financial Year - including cash held as part of the investment portfolio	725	703
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	Held in UK £000	Held outside UK £000	2014 Total £000	2013 Total £000
Investments Listed on Stock Exchange	684	206	890	349
Investments in Common Deposit or Investment Fund	455	195	650	386
Cash Held as part of the Investment Portfolio	29	0	29	13
Other Investments	92	0	92	12
<b>Total Market Value of Fixed Asset Investments</b>	<b>1260</b>	<b>401</b>	<b>1661</b>	<b>760</b>

	2014 Held in UK £000	2014 Held outside UK £000
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#### Analysis of material fixed asset investments

UK (Govt of) 4.75% stk 7/9/2015 gbp0.01	53	0
UK (Govt of) 2.5% I/L stk 26/7/16 gbp	68	0
Jupiter ut mngrs strategic bond I inc	59	0
Invesco fd mngrs ip corporate bond Z inc	50	0
Franklin Templeton global bond w hi inc nav	80	0
Royal Dutch Shell 'b' ord euro.07	66	0

## 5. Debtors

	2014 £000	2013 As Restated £000
<b>Amounts Falling Due Within One Year</b>		
Prepayments	1	1
Accrued income	10	1019
Amounts Due from Subsidiary And Associated Undertaking	19	31
Amounts Falling Due More Than One Year		
Deferred Asset	100	0
<b>Total Debtors</b>	<b>130</b>	<b>1051</b>

## 6. Short term investments and deposits

	2014 £000	2013 £000
Cash held in Cooperative Bank Deposit Account	50	50
Cash held in Barclays Bank	600	0
<b>Total</b>	<b>650</b>	<b>50</b>

## 7. Cash at bank and inhand

	2014 £000	2013 £000
Cash held in National Westminster Bank Current Account	652	755
<b>Total</b>	<b>652</b>	<b>755</b>

## 8. Creditors

	2014 £000	2013 £000
<b>Amounts Falling Due Within One Year</b>		
Accruals	43	12
Amounts Due to Subsidiary And Associated Underta	15	19
<b>Total</b>	<b>58</b>	<b>31</b>

## 9. Funds of the Charity

### 9.1 Endowment funds

	Balance 1 April 2013 As Restated £000	Incoming Resources £000	Resources Expended £000	Transfers £000	Gains and Losses £000	Balance 31 March 2014 £000
Staff	10					10
Isaac	0					0
General	3					3
Patients	9					9
North Devon Samaritan	14			-1		13
Moretonhampstead Laycock bequest	2					2
<b>Total</b>	<b>38</b>	<b>0</b>	<b>0</b>	<b>-1</b>	<b>0</b>	<b>37</b>

Name of fund	Description of the nature and purpose of each fund
<b>Northern Devon Healthcare Staff</b>	Relief of sickness in the population, served by Northern Devon Healthcare NHS Trust by promoting the efficient performance of their duties by the staff of the Trust
<b>Isaac</b>	For any Charitable purpose or purposes relating to the NHS
<b>NDDH General</b>	For any Charitable purpose or purposes relating to the NHS wholly or mainly for the North Devon District Hospital
<b>NDDH Patients</b>	For the relief of sickness of patients who are or have been treated in the North Devon District Hospital
<b>North Devon Samaritan</b>	For the benefit of residents of North Devon who are on limited incomes and who are in need of medical or hospital treatment
<b>Moretonhampstead Laycock bequest</b>	For any Charitable purpose or purposes relating to the NHS wholly or mainly for the benefit of all staff working in the locality of the Moretonhampstead Hospital to promote the efficient performance of their duties

The historical value of endowment funds is not available due to the age of the endowments and the historical data not being recorded.

## 9. Funds of the Charity (continued)

### 9.2 Restricted funds

	Balance 1 April 2013 As Restated £000	Transfers £000	Incoming Resources £000	Resources Expended £000	Gains and Losses £000	Balance 31 March 2014 £000
<b>Material Funds</b>						
Bideford Hospital	5					5
Ilfracombe & District Hospital	31		76	-2		105
NDDH	10		60	-1		69
Cancer (John Bale)	5					5
South Molton Hospital	71		1	-1		71
Remfry	14					14
Medical Equipment	71		1	-2	1	71
Caroline Thorpe Childrens	6		1	-3		4
Scanner Appeal	11	-11				0
Devon Community Services	260		101	-119	1	243
<b>Total</b>	<b>484</b>	<b>-11</b>	<b>240</b>	<b>-128</b>	<b>2</b>	<b>587</b>

Name of fund	Description of the nature and purpose of each fund
<b>Bideford Hospital</b>	Any charitable purpose for Bideford Hospital
<b>Ilfracombe &amp; District Tyrell Hospital</b>	Any charitable purpose for Ilfracombe & District Tyrell Hospital
<b>North Devon District Hospital</b>	Any charitable purpose for the North Devon District Hospital
<b>Cancer (John Bale)</b>	Any charitable purpose or purposes principally but not exclusively at or in connection with the North Devon District Hospital
<b>South Molton Hospital</b>	Any charitable purpose for South Molton Community Hospital
<b>Remfry</b>	For the construction or endowment of a private room or ward in such infirmary as the trustees shall think fit to be called by the testators name
<b>Medical Equipment</b>	For the acquisition of equipment principally but not exclusively at or in connection with the North Devon District Hospital
<b>Caroline Thorpe Childrens</b>	For the relief of sickness of children who are or have been treated at the North Devon District Hospital
<b>Devon Community Services</b>	For Charitable purposes relating to the general or any specific purposes of the community at large in the area served by Northern Devon Healthcare NHS Trust or to purposes relating to the Health Service

The Charity is not aware of any restricted funds that are no longer able to be used for the restriction applied to it.

## 9. Funds of the Charity (continued)

### 9.3 Transfer between funds

From	To	Reason	£000
North Devon Scanner Appeal Fund	Chemotherapy Appeal Fund	Surplus funding- Objects of the Scanner Appeal fund no longer provide a suitable & effective method of using the remaining funds	11
North Devon Samaritan Endowment Fund	North Devon Samaritan	Funds misidentified as Endowment	1
<b>Total</b>			<b>12</b>

