

FRIENDS OF BRIGHTON & HOVE HOSPITALS

REGISTERED CHARITY NO. 209414

UNAUDITED FINANCIAL STATEMENTS & TRUSTEES REPORT

YEAR ENDED 31 DECEMBER 2019



***Small Acts of Friendship** has been a big part of a shift in culture for the better – away from doctors just being doctors and patients just being patients towards us all flourishing together as human beings'
Muna Al-Jawad: Honorary Consultant in Elderly Medicine BSUH*

FRIENDS OF BRIGHTON AND HOVE HOSPITALS

CONTENTS OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2019

	Page
Report of the Trustees	1 to 10
Independent Examiner's Report	11
Statement of Financial Activities	12
Balance Sheet	13
Cash Flow Statement	14
Notes to the Cash Flow Statement	15
Notes to the Financial Statements	16 to 25

FRIENDS OF BRIGHTON AND HOVE HOSPITALS

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31ST DECEMBER 2019**

The trustees present their report with the financial statements of the charity for the year ended 31st December 2019. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The Charity's principal objective is to raise funds from subscriptions, donations, fundraising events and legacies to provide additional equipment and amenities for patients, visitors and staff of the NHS Trusts serving the communities of Brighton & Hove and Newhaven.

In 2019 the NHS Trusts supported were:

- Brighton and Sussex University Hospitals NHS Trust
- Sussex Community NHS Foundation Trust
- Sussex Partnership NHS Foundation Trust

Public benefit

The Executive Committee certify that they have paid due regard to the Charity Commission's general guidance on public benefit and Section 17(5) of the Charities Act 2011 in deciding what activities the Charity should undertake.

This they believe is demonstrated in this report.

ACHIEVEMENT AND PERFORMANCE

Chairman's report

Chairman Glynn Jones outlines the local environment in which Friends of Brighton & Hove Hospitals operate and considers:

Our NHS: One of the best healthcare systems in the world?

In my report last year, I wrote about an emerging trend called 'Localism'. This proposes that tough decisions about the future of all local Hospital, Health and Welfare Services ought to be taken locally. I also argued, however, that taking decisions locally is best achieved when resources to provide those services were adequate and that with Government expenditure reducing generally, it was increasingly unlikely that localism could be implemented fairly and effectively.

For many years UK Governments of all political colours have argued that the UK has one of the best Health Services in the world both in terms of its comprehensiveness and the quality of its services. How do we really know?

Although comparing different countries health systems is fraught with difficulties in how data is collected and the local social, demographic and economic context, comparisons do provide an important perspective on what our NHS does well and where it should seek to improve. These comparisons have been widely shared and debated over recent weeks both nationally and internationally. But should we continually compare and contrast and adopt or adapt where it makes sense?

More details of how healthcare is delivered in other countries is in the longer version of this article on the Friends website www.brightonhospitalfriends.org.uk

What will come as a surprise to many people is that the UK came first in the latest Commonwealth Fund assessment of healthcare systems around the rich world, but an increasingly elderly population, the obesity epidemic and alcohol bingeing are taking their toll. The UK, it is said, also has the worst cancer outcomes of any rich country.

If the UK Government is committed to the principle of Universal Health Care, free at the point of delivery, then it will need to consider how best to provide year on year adequate resources to meet an ever-increasing demand for services.

Currently, for a variety of reasons, there are large numbers of vacancies in most specialities including nursing care of all types. In certain disciplines more people leave the service than are recruited. We need to recognise this situation will not be resolved for several years. I would also argue that we should ensure highly qualified staff can focus on what they do best and are not drowning in bureaucracy.

In short, whichever Government is in power, there can be no quick fix to this huge list of complex issues which face the NHS. Learning with greater agility, what works well in our own system and what does not, and ensuring we roll that out wherever possible is vital. Also not being afraid to borrow good ideas from other countries and adapt them to UK needs. Developing further the links with Social Care to ensure a seamless transition into and from community-based care is also crucial.

Whilst it is essential Governments look at funding and organisational issues on a long-term basis so that the NHS can plan effectively over a decade or more, we recognise no Government can commit itself to a bottomless pit of funding for the NHS. However, I have always said the true mark of a Civilised Society is how it looks after the sick and frail and that any Government must secure funding to deliver this. All this means that those of us who can, will need to face up to paying for it.

During the past year your Friends have been working actively with our colleagues running local NHS services, funding activities, new projects and much needed equipment, which make a noticeable difference to services for patients. Our Small Acts of Friendship project has continued to flourish and has very visibly enhanced the lives of older patients who are often in hospital for longer periods of time. Two specialist cardiac nurses are providing timely new services for patients with acute or chronic conditions. These are just two marvellous examples of the Friends 'making a difference' to the patient experience. A true demonstration of 'localism' at its best.

ACHIEVEMENT AND PERFORMANCE

Equipment and Services provided

During 2019, total new funding of £347,644.35 was made available to provide equipment and services for the NHS

- Small Acts of Friendship: Year 3: £ 30,000.00

- Funding two Specialist Cardiac Nurses at Royal Sussex County Hospital: £200,000.00. This restricted funding is for 2 years August 2019 - August 2021

- Simulation training equipment for the Emergency Department at Royal Sussex County Hospital: £72,582.90

- Equipment for wards and departments at Royal Sussex County Hospital: Brighton and Sussex University Hospitals NHS Trust: £35,717.48

- Equipment for Sussex Community NHS Foundation Trust: £1,538.00

- Equipment for Sussex Partnership NHS Foundation Trust: £16,016.00

The total above is made up of £355,854.38 made available less a 2016 underspend of £8,210.03 to be re-allocated for new projects.

A full list of equipment funded is on page 6 - How Your Money Was Spent

Small Acts of Friendship

Small Acts of Friendship (SAF) is a unique initiative devised by Elderly Care Consultants at the Royal Sussex County Hospital (RSCH) and supported by Friends of Brighton & Hove Hospitals. The programme is designed to keep older patients socially active and help retain mobility and well-being whilst in hospital and better able to re-join their community when they leave.

Operating since November 2017 on Emerald, Jowers, Chichester and Vallance wards at RSCH, Small Acts of Friendship delivers participatory activities and services for patients. During 2019 Co-Ordinator Paola O'Sullivan managed a team of up to 16 volunteers and activity specialists offering hairdressing and barbering, hand massage, befriending, poetry, art and music. During 2019 Paola has developed a partnership with Belltree Music Therapy who deliver weekly participatory music sessions on Emerald Ward. Over 2,315 patients have participated in a SAF activity in 2019. In December, seasonal 'Advent' gift bags were distributed to all patients by local schoolchildren: *'the joy on the faces brings a real sense of community spirit as young and old celebrate Christmas together'*.

The 2018 CQC report gave an outstanding rating to the Royal Sussex County Hospital for Patient Care, citing Small Acts of Friendship as a contributor to it. This charity is delighted to have been able to develop and grow SAF through 2019 and to understand more about the benefits of such initiatives for patients.

Independent research into the project impacts continues and findings will be shared with the wider community working in elderly care to ensure Small Acts of Friendship will have a lasting impact. During the year Paola O'Sullivan and Occupational Therapist Gemma Buckley had an article about the initiative published in OT News and delivered a talk at Westminster Briefing group around loneliness strategy.

A dedicated fundraising campaign for SAF raised £ 21,947.82 in 2019. Many thanks for your wonderful support. Without you none of this would have been possible.

Mill View Hospital

Caburn Ward garden re-design has progressed slowly during the year due to structural and logistical challenges. When completed in early 2020 it will provide a safe outdoor space for patients to spend time during their recovery. This partnership project is co-ordinated by Heads On, the Sussex Partnership Trust Charity, and funded by Friends of Brighton & Hove Hospitals, the Pebble Trust and several other smaller donations.

Gym Equipment for service users has been installed in the garden at Pavilion Ward, a 10 bedded male psychiatric intensive care unit. Exercise can contribute to mental wellbeing by helping to reduce stress, instil a sense of calm and have a positive impact on symptoms including anxiety and depression. The Friends are proud to offer grant funding for initiatives to deliver and enhance therapeutic interventions.

FRIENDS OF BRIGHTON AND HOVE HOSPITALS

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31ST DECEMBER 2019**

Fundraiser appointed

Katy Wells began working in a new role as Fundraiser in October. Katy has been a long-standing supporter of the charity and will be arranging regular fundraising events. Full details of forthcoming events at www.brightonhospitalfriends.org.uk

Events & Community Fundraising

- The Friends has been a Co-op community Fund beneficiary between November 2018 and October 2019 receiving a total of £6,023.98 for Small Acts of Friendship.
- Hanover Queens WI donated £210.85 to Small Acts of Friendship in 2019.
- Events including a Wine Tasting and Coffee Morning raised £849.02
- Carols by Candlelight at St George's Church raised £887.00. We were delighted to be joined by NHS Community Choir Brighton and Choir of St George's Church.
- Collecting boxes raised over £750.00

Fundraising initiatives

Local artists were commissioned to provide designs for Christmas cards of local interest. These were produced and sold in support of the charity at sites across the city and via Cards for Good Causes.

The annual Friends magazine was distributed to NHS facilities across the city.

Two Friends Newsletters (May and November) are sent to members and supporters. Small Acts of Friendship news updates are produced regularly and circulated to supporters and funders.

Community Engagement

Volunteer recruitment during 2019 for the Park Centre café, the Friends Shop and for Small Acts of Friendship has resulted in 18 new volunteers giving their time to the Friends during the year.

Successful funding applications to support Small Acts of Friendship

- Derek and Eileen Dodgson Foundation: £2,500
- Brighton District Nursing Association: £5,000
- Chalk Cliff Trust: £4,500

The Annual General Meeting was held on 4th June 2019 in the Chapel at Royal Sussex County Hospital and attended by 45 supporters and colleagues. Speakers were:

- Trustee Chris Rendel who gave an update on Small Acts of Friendship
- Patrick Boyle, BSUH Deputy Chairman, reflecting on current issues and developments at BSUH
- Retiring BSUH Chaplain Peter Wells who gave a presentation reflecting on his time at BSUH and hopes for the future

Retail Activities

Following extensive refurbishment in 2018, the Friends Shop continued to refine its offering aiming to attract new customers whilst retaining its loyal regular market. Card payments have been introduced. Staff and volunteers are using social media to highlight items available and promote the shop more widely. The shop featured on the October 2019 cover of Kemp Town Rag.

In an extremely challenging retail environment this approach has been praised but the shop team have struggled to increase overall sales income. The Friends Shop contributed £1,468.46 in proceeds after costs to the charity.

The **Friends Café** at the Park Centre for Breast Care is run and managed by volunteers, led by Trustee Pam Hayward. The team are committed and work as a close team to ensure excellent service for patients and staff within the Park Centre. Two new volunteers have joined during 2019. A new coffee machine was installed in May and card payments were introduced in June.

The café contributed £9,627.62 in proceeds after costs.

FRIENDS OF BRIGHTON AND HOVE HOSPITALS

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31ST DECEMBER 2019**

The **Friends Tea Bar** at Hove Polyclinic (formerly Friends Café) continues to provide welcome refreshments to patients and staff at that site.

FINANCIAL REVIEW

Financial position

Legacies and Investments

The charity received £103,097 in donation and legacy income during the year. Legacies remain a key source of income for the charity and Trustees are grateful to everyone who remembers the Friends in their Will.

Trustees remain in discussion with senior clinicians in the relevant department in relation to an earmarked legacy received in 2018 as to how these funds can best benefit patients, within BSUH guidelines for capital projects. Gift Aid of £1,198.00 was claimed.

The Hon Treasurer and the Administrator regularly review investment arrangements to ensure the best available interest rates are received on investment monies without taking undue risks. The reviews during 2019 have included the impact of reductions in interest rates payable on investment accounts across the UK banking sector and the possible impacts of Brexit.

Membership

At December 2019, the Friends had 113 members, of whom 23 were Volunteering Members and 94 were members through payment of a subscription (some volunteering members also choose to pay a subscription). Our volunteering members include Friends Trustees, regular volunteers at the Friends Shop and volunteers in the Friends Café and Friends Tea Bar.

£3,737 was received from Membership Subscriptions and associated donations and other general non-SAF donations totalled £1,427.23

Our longest-standing member joined us in 1989. We actively seek to claim Gift Aid on all applicable donations.

Online donations

The charity receives income from individual fundraising, direct and In Memorium donations via platforms such as Just Giving, Love2Donate, Memory Giving, Virginmoneygiving and Easyfundraising.

There were no major sponsorship initiatives in 2019 as trustees recognise the challenges in recruiting participants for organised events and the resources required to deliver strong fundraising outcomes. This will change in 2020 following the appointment of the dedicated Fundraiser.

Overall Position

The charity incurred a deficit for the year on unrestricted funds of £100,442 and this has been deducted from the reserves brought forward of £404,382 to leave £303,940 to be carried forward.

FRIENDS OF BRIGHTON AND HOVE HOSPITALS

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST DECEMBER 2019

FINANCIAL REVIEW

HOW YOUR MONEY WAS SPENT IN 2019

£338,300.38 to Brighton & Sussex University Hospitals:

Cardiac Department, Royal Sussex County Hospital

£200,000 - two specialist nurse posts: an Aortopathy Nurse Specialist and an Acute Cardiopathy Nurse Specialist. Cardiac Nurse Specialists offer many patients timely and consistent care for a range of conditions, freeing up Consultant appointments for more complex cases. Delivering these services locally means patients will not have to travel to London or beyond to access specialist care.

Critical Care, Royal Sussex County Hospital

£1,160 - four Critical Care Transfer Bags, winner of the Patient Safety Award in 2017, allowing clinicians to access equipment quickly during medical emergencies.

Elderly Care Wards, Royal Sussex County Hospital - 2 awards

£30,000 - to continue funding services supporting social activities for older patients at the Royal Sussex County Hospital through the **Small Acts of Friendship** initiative.

£4,950 - Bladder Scanner.

Emergency Department, Royal Sussex County Hospital - 3 awards

£72,582.90 - simulation equipment to provide Advanced Trauma Life Support education, for Emergency Department clinicians of all grades. Highly trained clinical staff are vital for patients requiring rapid, life-saving specialist treatment.

£2,777.97 - refurbishment of the Emergency Department Consulting Room to provide a calm, comfortable environment for family members when required.

£4,819.92 - ceiling sky panels which mirror day/night patterns, reducing patient confusion in this busy 24/7 department.

High Dependency Unit (HDU), Royal Sussex County Hospital

£4,847.00 - ceiling sky panels which mirror day/night patterns, reducing patient confusion in this busy 24/7 department.

Imaging Department, Royal Sussex County Hospital

£990 -adjustable electronic phlebotomy chair to aid patient comfort and dignity.

Maternity Department, Royal Sussex County Hospital

£626.43 - yoga mats, a projector and supplementary equipment for hypnobirthing classes, a proven method of improving birth experience and reducing analgesia during labour.

Neurosurgery, Royal Sussex County Hospital

£4,999 - a full body passive/active exercise machine: hugely beneficial for patients with neurological spasticity and paralysis as well as elderly patients and those who have lost muscle tone.

Nuclear Medicine, Royal Sussex County Hospital

£2,141 - two electric three section examination couches for patient comfort and safety.

Peri-Operative, Royal Sussex County Hospital

£1,100.50 - Difficult Airway Trolley for the Obstetrics Department to allow for clinicians to access essential equipment much more quickly during emergencies.

FRIENDS OF BRIGHTON AND HOVE HOSPITALS

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31ST DECEMBER 2019**

FINANCIAL REVIEW

Phlebotomy Department, Royal Sussex County Hospital

£4,849.50 - five phlebotomy trolleys designed to support ease of treatment and enhanced patient experience.

Rapid Access Clinic for Older People (RACOP), Royal Sussex County Hospital

£738 - High Capacity chair scale to provide accurate weight records in a dignified way.

Renal Department, Royal Sussex County Hospital

£514 - Eye Movement Desensitization and Reprocessing (EMDR) set, an interactive psychotherapy tool to reduce psychological stress. Under NICE guidelines, this extremely innovative form of therapy is one of the first lines of treatment for PTSD and it is used with approximately 30% of Renal Department patients.

Speech and Language Therapy, Royal Sussex County Hospital

£226.76 - EMST (Expiratory Muscle Strength Trainer). A highly innovative approach in Voice and Swallow therapy to improve the quality of life for patients with long standing swallowing difficulties.

The Vascular Ward, Level 8, Royal Sussex County Hospital

£1,008 - Sara Steady Stand Aid, a mobility support aid that encourages patient independence.
(Includes adjustment of £30.60)

£1,436 to Sussex Community NHS Foundation Trust:

Responsive Services, Brighton and Hove

£1,436 - ECG machine for the rehab unit to reduce the need for transfer into acute hospital setting for monitoring, enable GPs to promptly diagnose and monitor cardiac conditions and assist with prescribing medicines to stabilise symptoms.

£16,016 to Sussex Partnership NHS Foundation Trust:

Caburn Ward Garden, Mill View Hospital

£10,191 - plants and outdoor furnishings.

£5,825 - outdoor gym equipment.

Time spent exercising either through use of the outdoor gym or by gardening activities can be beneficial for well-being and support recovery from mental illness. This initiative to enhance Caburn Ward Garden will provide a safe and welcoming space for patients to spend time during their stay at Mill View Hospital.

Investment policy and objectives

There are no restrictions on the Charity's power to invest. The investment strategy is set by the Executive Committee and takes account of recent demand for funds and the quality of the funding applications. In setting the investment strategy, the Executive Committee consider the income requirements of the Charity and the risk profile of the investments.

Reserves policy

It is the policy of the Charity to maintain unrestricted and unallocated funds, which are the free reserves of the Charity, at a level sufficient to cover future unrestricted expenditure. This provides funds to cover management and administration costs and to respond to applications for grants that arise.

FRIENDS OF BRIGHTON AND HOVE HOSPITALS

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31ST DECEMBER 2019

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Friends of Brighton & Hove Hospitals is governed by a document first issued in 1949, which has been amended over the last 65 years, most recently in 2004 to incorporate a change of title to Friends of Brighton & Hove Hospitals and in 2015 to include a Trustee Succession Policy, changes to membership rules, reduce numbers required for a quorate General Meeting and to allow electronic communications.

Governance and Management

Agile ways of working: in 2018 Trustees had set-up sub-groups to oversee the work of the charity in Governance, Retail and in major projects - Small Acts of Friendship. A fundraising group was added in 2019. Terms of Reference have been drawn up and approved for each group and a chair of each sub-group confirmed

At the AGM in June Janet Flint and Chris Rendel were appointed joint Vice Chairs.

New Branding and Visibility: Following discussions and targeted research across the sector Trustees embarked on updating the look and feel of the charity brand. This is to ensure the Friends visibility in print and on social media is fresh, vibrant and relevant. A design agency has been appointed and during 2020 you will see new visuals on all Friends communications - including this annual report.

Friends of Brighton & Hove Hospitals comply with General Data Protection Regulation (GDPR) legislation which came into force in 2018. Sarah McHugh is Data Protection Officer.

With the help of our members and supporters and through those who generously give of their time and effort to raise money and also those who make generous donations or bequests, we will continue to raise money and importantly financially support those things, which make life in hospital safer, less frightening and more comfortable.

Sincere thanks to all the volunteers who work tirelessly to raise money but also importantly who are there to provide a friendly face and comfort to patients and relatives when most needed.

Thanks also to my fellow Trustees, in particular Vice Chairs Janet Flint and Chris Rendel and our Treasurer Howard Kidd.

Thanks also go to Suzy Horne and Sarah McHugh the Friends Administrator and Assistant Administrator who work tirelessly to ensure that your Friends deliver on its increasingly complex workload.

A big thank you to everyone who has donated money and time over the year. There will never ever be enough money to fund all the ideas that we have, so please continue with your generosity and don't forget to tell your friends and relatives who we are and what we do.

If I have missed anyone, my apologies, your contribution is no less important
Thank you.

Glynn Jones OBE DL  Chairman

Appointment of new members of the Executive Committee

The constitution states there should be a maximum of fifteen members in total all of whom are elected (and for longer standing members, re-elected) at the Annual General Meeting.

New members may attend Committee meetings before being elected. Friends of Brighton & Hove Hospitals have a policy for the recruitment, selection and induction of members which is checked and approved by the full Executive Committee every year. The Charity Commission leaflet CC3(A) is circulated to all new members.

The Friends have established a register of pecuniary interests and attendance at meetings and events is monitored.

FRIENDS OF BRIGHTON AND HOVE HOSPITALS

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31ST DECEMBER 2019**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Organisational structure

The Executive Committee is responsible for the management of the charity and will report on the year's work at the Annual General Meeting.

Further details are contained in the chairman's report.

Covid-19

As we complete this report in Spring 2020, the UK is under lockdown because of the Covid-19 pandemic. We have made arrangements for Friends of Brighton & Hove Hospitals to keep working to continue to provide support in all ways possible to NHS Trusts in Brighton & Hove.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

209414

Principal address

The Old Chapel
37 St Georges Road
Brighton
East Sussex
BN3 2ED

Trustees

Ms M Al-Jawad (appointed 1/12/2019)
Mr J Austin
Dr S Bruemmer-Smith (resigned 18/10/2019)
Mrs E Church
Ms J Flint (Cheesman) Vice Chair
Mr R Griffiths (appointed 4/6/2019)
Mrs P Hayward
Dr G Jones Chairman
Mr H Kidd Treasurer
Mrs J Koffman (resigned 4/6/2019)
Mrs Y Marlow (resigned 4/6/2019)
Mr P Orpen (resigned 4/4/2020)
Mrs D Reeder
Mr C Rendel Vice Chair
Mrs K Wells (resigned 1/9/2019)
Mr I Yunus (appointed 18/10/2019)

Independent Examiner

Christopher Robert Tyler FCA DChA FCIE
Chartered Accountant
Chariot House Limited
Chartered Accountants
44 Grand Parade
Brighton
East Sussex
BN2 9QA

FRIENDS OF BRIGHTON AND HOVE HOSPITALS

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31ST DECEMBER 2019

REFERENCE AND ADMINISTRATIVE DETAILS

Patron

Sally Gunnell OBE DL

Bankers

Barclays Bank Plc
149-155 Church Road
Hove
East Sussex
BN3 2AE

FUNDS HELD AS CUSTODIAN FOR OTHERS

There are no arrangements where the Charity or member of the Executive Committee is acting as custodian.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

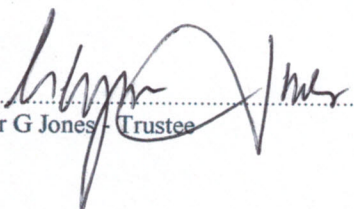
The trustees are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales, the Charities Act 2011, Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charity for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable 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 proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 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.

Approved by order of the board of trustees on 24th June 2020 and signed on its behalf by:


.....
Dr G Jones - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
FRIENDS OF BRIGHTON AND HOVE HOSPITALS**

Independent examiner's report to the trustees of Friends of Brighton and Hove Hospitals

I report to the charity trustees on my examination of the accounts of Friends of Brighton and Hove Hospitals (the Trust) for the year ended 31st December 2019.

Responsibilities and basis of report

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

I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Christopher Robert Tyler FCA DChA FCIE
Chartered Accountant
Chariot House Limited
Chartered Accountants
44 Grand Parade
Brighton
East Sussex
BN2 9QA

Date: 31 July 2020

FRIENDS OF BRIGHTON AND HOVE HOSPITALS**STATEMENT OF FINANCIAL ACTIVITIES**
FOR THE YEAR ENDED 31ST DECEMBER 2019

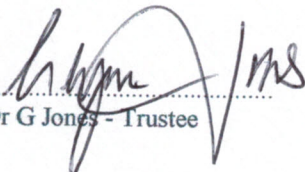
	Notes	Unrestricted funds £	Restricted funds £	2019 Total funds £	2018 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	26,143	76,954	103,097	36,256
Investment income	3	13,363	-	13,363	11,174
Other income	4	<u>75,263</u>	<u>-</u>	<u>75,263</u>	<u>79,632</u>
Total		114,769	76,954	191,723	127,062
EXPENDITURE ON					
Raising funds	5	65,985	-	65,985	72,596
Charitable activities	6				
Grants payable		146,918	240,019	386,937	213,150
Support costs		<u>2,308</u>	<u>-</u>	<u>2,308</u>	<u>6,935</u>
Total		<u>215,211</u>	<u>240,019</u>	<u>455,230</u>	<u>292,681</u>
NET INCOME/(EXPENDITURE)		(100,442)	(163,065)	(263,507)	(165,619)
RECONCILIATION OF FUNDS					
Total funds brought forward		404,382	453,513	857,895	1,023,514
TOTAL FUNDS CARRIED FORWARD		<u><u>303,940</u></u>	<u><u>290,448</u></u>	<u><u>594,388</u></u>	<u><u>857,895</u></u>

The notes form part of these financial statements

FRIENDS OF BRIGHTON AND HOVE HOSPITALS**BALANCE SHEET**
31ST DECEMBER 2019

	Notes	Unrestricted funds £	Restricted funds £	2019 Total funds £	2018 Total funds £
FIXED ASSETS					
Tangible assets	13	2,703	-	2,703	-
CURRENT ASSETS					
Debtors	14	14,162	-	14,162	-
Cash at bank and in hand		<u>544,056</u>	<u>490,448</u>	<u>1,034,504</u>	<u>1,123,204</u>
		558,218	490,448	1,048,666	1,123,204
CREDITORS					
Amounts falling due within one year	15	(256,981)	(200,000)	(456,981)	(265,309)
NET CURRENT ASSETS		<u>301,237</u>	<u>290,448</u>	<u>591,685</u>	<u>857,895</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>303,940</u>	<u>290,448</u>	<u>594,388</u>	<u>857,895</u>
NET ASSETS		<u>303,940</u>	<u>290,448</u>	<u>594,388</u>	<u>857,895</u>
FUNDS	16				
Unrestricted funds				303,940	404,382
Restricted funds				<u>290,448</u>	<u>453,513</u>
TOTAL FUNDS				<u>594,388</u>	<u>857,895</u>

The financial statements were approved by the Board of Trustees and authorised for issue on ...24 June 2020.....
and were signed on its behalf by:


.....
Dr G Jones - Trustee


.....
Mr H Kidd - Trustee

The notes form part of these financial statements

FRIENDS OF BRIGHTON AND HOVE HOSPITALS**CASH FLOW STATEMENT**
FOR THE YEAR ENDED 31ST DECEMBER 2019

	Notes	2019 £	2018 £
Cash flows from operating activities			
Cash generated from operations	1	<u>(98,883)</u>	<u>277,317</u>
Net cash (used in)/provided by operating activities		<u>(98,883)</u>	<u>277,317</u>
Cash flows from investing activities			
Purchase of tangible fixed assets		(3,180)	-
Interest received		<u>13,363</u>	<u>11,174</u>
Net cash provided by investing activities		<u>10,183</u>	<u>11,174</u>
		<hr/>	<hr/>
Change in cash and cash equivalents in the reporting period		(88,700)	288,491
Cash and cash equivalents at the beginning of the reporting period		<u>1,123,204</u>	<u>834,713</u>
Cash and cash equivalents at the end of the reporting period		<u><u>1,034,504</u></u>	<u><u>1,123,204</u></u>

The notes form part of these financial statements

FRIENDS OF BRIGHTON AND HOVE HOSPITALS**NOTES TO THE CASH FLOW STATEMENT**
FOR THE YEAR ENDED 31ST DECEMBER 2019**1. RECONCILIATION OF NET EXPENDITURE TO NET CASH FLOW FROM OPERATING ACTIVITIES**

	2019 £	2018 £
Net expenditure for the reporting period (as per the Statement of Financial Activities)	(263,507)	(165,619)
Adjustments for:		
Depreciation charges	477	-
Interest received	(13,363)	(11,174)
(Increase)/decrease in debtors	(14,162)	415,312
Increase in creditors	<u>191,672</u>	<u>38,798</u>
Net cash (used in)/provided by operations	<u>(98,883)</u>	<u>277,317</u>

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1/1/19 £	Cash flow £	At 31/12/19 £
Net cash			
Cash at bank and in hand	<u>1,123,204</u>	<u>(88,700)</u>	<u>1,034,504</u>
	<u>1,123,204</u>	<u>(88,700)</u>	<u>1,034,504</u>
Total	<u>1,123,204</u>	<u>(88,700)</u>	<u>1,034,504</u>

The notes form part of these financial statements

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Friends of Brighton and Hove Hospitals meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

The accounts are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future and on that basis the charity is considered to be a going concern.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Income from donations is accounted for as received by the charity. The income from fundraising ventures is shown gross, with the associated costs included in fundraising costs. The value of voluntary work is not included in the financial statements.

For legacies, entitlement is taken on a case by case basis as the earlier of the date on which: 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 charity 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. If the legacy is in the form of an asset other than cash or an asset listed on a recognised stock exchange, recognition is subject to the value of the asset being able to be reliably measured and title to the asset has passed to the charity. 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.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

1. ACCOUNTING POLICIES - continued

Grants payable

Grants payable are included in the accounts when the obligation to make the payment arises. Any grants awarded, but unspent within two years are written back to be made available for future funding bids.

Allocation and apportionment of costs

Staff costs have been allocated between grant making and other charitable activities according to the time spent by staff on each activity.

Other support costs attributable to each activity have been allocated on a direct cost basis or, for other overhead costs, apportioned according to management estimates.

Tangible fixed assets

Fixed assets are depreciated so as to write off their cost over their useful economic lives at the following rates :

Office equipment - 15% straight line basis.

Tangible Fixed Assets costing more than £1,000 are capitalised and including any incidental expenses of acquisition.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Donated goods

Donated goods and services have not been recognised in these financial statements as it is not practicable to do so and the cost outweighs the benefit.

FRIENDS OF BRIGHTON AND HOVE HOSPITALS**NOTES TO THE FINANCIAL STATEMENTS - continued**
FOR THE YEAR ENDED 31ST DECEMBER 2019**2. DONATIONS AND LEGACIES**

	2019	2018
	£	£
Donations and subscriptions	32,630	29,057
Legacies	<u>70,467</u>	<u>7,199</u>
	<u>103,097</u>	<u>36,256</u>

3. INVESTMENT INCOME

	2019	2018
	£	£
Deposit account interest	<u>13,363</u>	<u>11,174</u>

4. OTHER INCOME

	2019	2018
	£	£
Christmas sales	676	825
Book sales	162	121
Friends Cafe Park Centre	27,493	27,171
Friends Shop sales	42,384	47,740
Miscellaneous income	<u>4,548</u>	<u>3,775</u>
	<u>75,263</u>	<u>79,632</u>

5. RAISING FUNDS

	2019	2018
	£	£
Purchases	19,192	19,260
Staff costs	26,632	31,213
Rent	13,000	12,854
Rates and water	719	1,342
Electricity	556	938
Equipment	1,887	4,214
Sundries	88	108
Fundraising trading costs	3,434	2,667
Depreciation	<u>477</u>	<u>-</u>
	<u>65,985</u>	<u>72,596</u>

FRIENDS OF BRIGHTON AND HOVE HOSPITALS**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST DECEMBER 2019****6. CHARITABLE ACTIVITIES COSTS**

	Direct Costs (see note 7) £	Grant funding of activities (see note 8) £	Support costs (see note 9) £	Totals £
Grants payable	39,293	347,644	-	386,937
Support costs	-	-	2,308	2,308
	<u>39,293</u>	<u>347,644</u>	<u>2,308</u>	<u>389,245</u>

7. DIRECT COSTS OF CHARITABLE ACTIVITIES

	2019 £	2018 £
Staff costs	35,023	34,309
Other support costs	<u>4,270</u>	<u>4,244</u>
	<u>39,293</u>	<u>38,553</u>

8. GRANTS PAYABLE

	2019 £	2018 £
Grants payable	<u>347,644</u>	<u>174,597</u>

An analysis of grants is as follows:

	B/Fwd £	Provided £	W/Back £	Charged £	C/Fwd £
BSUH	227,460	338,300	(6,240)	(129,147)	430,373
Sx Comm NHS	2,565	1,538	(-)	(994)	3,109
Sx Part NHS	<u>31,063</u>	<u>16,016</u>	<u>(1,970)</u>	<u>(28,155)</u>	<u>16,954</u>
	<u>261,088</u>	<u>355,854</u>	<u>(8,210)</u>	<u>(158,296)</u>	<u>450,436</u>

The institutions were as follows:

BSUH - Brighton and Sussex University Hospitals NHS Trust
Sx Comm NHS - Sussex Community NHS Trust
Sx Part NHS - Sussex Partnership NHS Trust

An analysis of the grants is contained in the Trustees Annual Report.

FRIENDS OF BRIGHTON AND HOVE HOSPITALS

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST DECEMBER 2019

9. SUPPORT COSTS

	Governance costs £
Support costs	<u>2,308</u>

Support costs, included in the above, are as follows:

Governance costs

	2019 Support costs £	2018 Total activities £
Professional fees	40	4,775
Independent examination	<u>2,268</u>	<u>2,160</u>
	<u>2,308</u>	<u>6,935</u>

10. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31st December 2019 nor for the year ended 31st December 2018.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31st December 2019 nor for the year ended 31st December 2018.

11. STAFF COSTS

Number of employees

The average monthly headcount for the year was as follows:

	2019	2018
Support staff - 1 full time	1	1
Shop staff - 1 full time	1	1
Shop staff - 3 part time	3	3

Staff Costs

	2019 £	2018 £
Wages and salaries	58,112	61,741
Social security costs	2,912	3,150
Pension costs	<u>631</u>	<u>631</u>
	<u>61,655</u>	<u>65,522</u>

No employees received emoluments in excess of £60,000.

The trustees consider its key management personnel to be the the trustees. No employment benefits were paid to the key management personnel.

FRIENDS OF BRIGHTON AND HOVE HOSPITALS**NOTES TO THE FINANCIAL STATEMENTS - continued**
FOR THE YEAR ENDED 31ST DECEMBER 2019**12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES (2018)**

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	35,756	500	36,256
Investment income	11,174	-	11,174
Other income	<u>79,632</u>	<u>-</u>	<u>79,632</u>
Total	126,562	500	127,062
EXPENDITURE ON			
Raising funds	72,596	-	72,596
Charitable activities			
Grants payable	213,150	-	213,150
Support costs	<u>6,935</u>	<u>-</u>	<u>6,935</u>
Total	292,681	-	292,681
NET INCOME/(EXPENDITURE)	(166,119)	500	(165,619)
RECONCILIATION OF FUNDS			
Total funds brought forward	570,501	453,013	1,023,514
TOTAL FUNDS CARRIED FORWARD	<u>404,382</u>	<u>453,513</u>	<u>857,895</u>

FRIENDS OF BRIGHTON AND HOVE HOSPITALS

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST DECEMBER 2019

13. TANGIBLE FIXED ASSETS

	Fixtures and fittings £
COST	
At 1st January 2019	8,598
Additions	<u>3,180</u>
At 31st December 2019	<u>11,778</u>
DEPRECIATION	
At 1st January 2019	8,598
Charge for year	<u>477</u>
At 31st December 2019	<u>9,075</u>
NET BOOK VALUE	
At 31st December 2019	<u>2,703</u>
At 31st December 2018	<u>-</u>

14. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2019 £	2018 £
Legacies receivable	<u>14,162</u>	<u>-</u>

15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2019 £	2018 £
Grants payable	450,436	261,088
Trade creditors	1,228	1,296
Social security and other taxes	2,389	379
Accrued expenses	<u>2,928</u>	<u>2,546</u>
	<u>456,981</u>	<u>265,309</u>

FRIENDS OF BRIGHTON AND HOVE HOSPITALS

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST DECEMBER 2019

16. MOVEMENT IN FUNDS

	At 1/1/19 £	Net movement in funds £	At 31/12/19 £
Unrestricted funds			
General fund	404,382	(100,442)	303,940
Restricted funds			
Sussex Eye Hospital	4,354	-	4,354
Equipment for Digestive Diseases Department	15,000	-	15,000
Sussex Kidney Unit at BSUH	7,515	(514)	7,001
Small Acts of Friendship	17,211	(17,211)	-
Cardiac Care Unit	200,000	(172,670)	27,330
Cancer Care Unit	200,000	27,330	227,330
Ear, Nose and Throat Unit	8,933	-	8,933
Sussex Oncology Equipment	500	-	500
	<u>453,513</u>	<u>(163,065)</u>	<u>290,448</u>
TOTAL FUNDS	<u>857,895</u>	<u>(263,507)</u>	<u>594,388</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	114,769	(215,211)	(100,442)
Restricted funds			
Sussex Kidney Unit at BSUH	-	(514)	(514)
Small Acts of Friendship	22,294	(39,505)	(17,211)
Cardiac Care Unit	27,330	(200,000)	(172,670)
Cancer Care Unit	27,330	-	27,330
	<u>76,954</u>	<u>(240,019)</u>	<u>(163,065)</u>
TOTAL FUNDS	<u>191,723</u>	<u>(455,230)</u>	<u>(263,507)</u>

FRIENDS OF BRIGHTON AND HOVE HOSPITALS**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST DECEMBER 2019****16. MOVEMENT IN FUNDS - continued****Comparatives for movement in funds**

	At 1/1/18 £	Net movement in funds £	At 31/12/18 £
Unrestricted funds			
General fund	570,501	(166,119)	404,382
Restricted funds			
Sussex Eye Hospital	4,354	-	4,354
Equipment for Digestive Diseases Department	15,000	-	15,000
Sussex Kidney Unit at BSUH	7,515	-	7,515
Small Acts of Friendship	17,211	-	17,211
Cardiac Care Unit	200,000	-	200,000
Cancer Care Unit	200,000	-	200,000
Ear, Nose and Throat Unit	8,933	-	8,933
Sussex Oncology Equipment	-	500	500
	<u>453,013</u>	<u>500</u>	<u>453,513</u>
TOTAL FUNDS	<u>1,023,514</u>	<u>(165,619)</u>	<u>857,895</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	126,562	(292,681)	(166,119)
Restricted funds			
Sussex Oncology Equipment	500	-	500
	<u>127,062</u>	<u>(292,681)</u>	<u>(165,619)</u>
TOTAL FUNDS	<u>127,062</u>	<u>(292,681)</u>	<u>(165,619)</u>

The purpose of each restricted fund was as follows:

- 1.Sussex Eye Hospital - Monies specifically to be used at the Sussex Eye Hospital.
- 2.Equipment for Digestive Diseases Department - Comprises a specific donation for equipment yet to be purchased.
- 3.Sussex Kidney Unit at BSUH - For specific purposes within the kidney department of this hospital.
- 4.Small Acts of Friendship - Fundraising specifically for elderly care at Royal Sussex County Hospital.

16. MOVEMENT IN FUNDS - continued

5.Cardiac Care Unit - Specific legacy to be used within this department.

6.Cancer Care Unit - Specific legacy to be used within this department.

7.Ear,Nose and Throat - Specific legacy to be used within this department.

8.Sussex Oncology - Specific legacy to be used to fund equipment within this department.

17. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31st December 2019.

18. ULTIMATE CONTROLLING PARTY

Ultimate control lies with the trustees.