

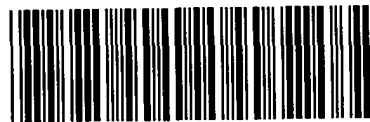
**ST. LUKE'S HEALTHCARE FOR THE CLERGY  
COMPANY LIMITED BY GUARANTEE**

FINANCIAL STATEMENTS

31 MARCH 2014

Charity Number 1123195

FRIDAY



\*A316E17E\*

A21

10/10/2014

#190

COMPANIES HOUSE

**MENZIES LLP**

Chartered Accountants  
Lynton House  
7 - 12 Tavistock Square  
London  
WC1H 9LT

# ST. LUKE'S HEALTHCARE FOR THE CLERGY COMPANY LIMITED BY GUARANTEE

FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2014

---

CONTENTS	PAGE
Trustees' Annual Report	1
Independent examiner's report to the members	9
Statement of financial activities (incorporating the income and expenditure account)	10
Balance sheet	11
Notes to the financial statements	12

---

# ST. LUKE'S HEALTHCARE FOR THE CLERGY COMPANY LIMITED BY GUARANTEE

## TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 MARCH 2014

---

The trustees, who are also directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 March 2014.

### REFERENCE AND ADMINISTRATIVE DETAILS

REGISTERED CHARITY NAME	St. Luke's Healthcare for the Clergy
CHARITY REGISTRATION NUMBER	1123195
COMPANY REGISTRATION NUMBER	06511046
PRINCIPAL OFFICE	Room 201 Church House 27 Great Smith Street London SW1P 3AZ
REGISTERED OFFICE	Room 201 Church House 27 Great Smith Street London SW1P 3AZ

### THE TRUSTEES

The trustees who served the charity during the period were as follows:

B. M. de L. Cazenove  
M. Adiseshiah MA MS FRCS FRCP  
R. D. Braine  
C. Davey Bsc FRCS FRCOphth  
J. M. Graham DM MA FRCS  
E. C. A Martineau  
W. I. Weir MA FRCS  
The Rt Revd P.W. Wheatley MA  
G.T. Bell  
The Very Revd S. Taylor

B. M. de L. Cazenove resigned as a trustee on 31 October 2013.

SECRETARY N Stevenson

# ST. LUKE'S HEALTHCARE FOR THE CLERGY COMPANY LIMITED BY GUARANTEE

TRUSTEES' ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2014

---

<b>EXECUTIVE DIRECTOR</b>	N Stevenson (Member of Audit Committee)
<b>MEDICAL SECRETARY</b>	H Adams
<b>ROYAL PATRON</b>	His Royal Highness, The Prince Philip, Duke of Edinburgh KG KT
<b>PRESIDENT</b>	The Archbishop of Canterbury
<b>HONORARY VICE PRESIDENT</b>	The Rt Revd Lord Hope of Thorndon KCVO PC
<b>VICE PRESIDENTS</b>	The Archbishop of York The Archbishop of Wales The Archbishop of Cape Town The Archbishop of Hong Kong The Bishop of Gibraltar in Europe The Rt Revd M Marshall The Revd Canon P Nicholson MA OBE The Rt Revd Lord Habgood The Rt Revd Lord Carey of Clifton The Revd Canon Paul Thomas OBE MHISM Mr Patrick Mitford Slade OBE
<b>INDEPENDENT EXAMINER</b>	Christopher Evans FCA Menzies LLP Chartered Accountants Lynton House 7-12 Tavistock Square London WC1H 9LT
<b>BANKERS</b>	Yorkshire Bank Plc 4-18 Oxford Street High Wycombe Buckinghamshire HP11 2XQ
<b>SOLICITORS</b>	Hunters 91 New Square Lincoln's Inn London VC2A 3QN

**ST. LUKE'S HEALTHCARE FOR THE CLERGY  
COMPANY LIMITED BY GUARANTEE**

TRUSTEES' ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH :2014

**Number of Honorary Consultants by Discipline**

<b>Discipline</b>	<b>No.</b>	<b>Discipline</b>	<b>No.</b>
Allergists	1	Ophthalmologists	7
Breast Surgery	2	Orthopaedic Surgeons	11
Cardiac Surgeons	2	Occupational Health	1
Chest Physicians	3	Oral Surgeons	4
Dermatologists	3	Pain Management	1
Ear, Nose and Throat	6	Physicians	2
Endocrinologist	2	Plastic Surgeons	2
General Surgeons	5	Podiatrist	1
Gastroenterologist	1	Psychiatrists	22
GU Medicine	1	Psychologists	3
Gynaecologists	2	Rheumatology	4
Hepatologists	1	Tropical Medicine	1
Neonatology	1	Urologists	7
Neurologists	9		
Neurosurgeon	1		
<b>TOTAL NUMBER OF HONORARY CONSULTANTS</b>			<b>106</b>

# ST. LUKE'S HEALTHCARE FOR THE CLERGY COMPANY LIMITED BY GUARANTEE

TRUSTEES' ANNUAL REPORT (*continued*)

YEAR ENDED 31 MARCH 2014

---

## STRUCTURE, GOVERNANCE AND MANAGEMENT

### History and Structure

The Charity was incorporated on 21 February 2008 to take on the assets and liabilities of the unincorporated charity 'St. Luke's Hospital for the Clergy'.

St. Luke's Healthcare for the Clergy is a company limited by guarantee, as defined by the Companies Act 2006, with exclusively charitable objects, and is governed by its Memorandum & Articles of Association adopted on 21 February 2008 and amended on 18 June 2008 and on 30 October 2009. The company was incorporated in the name of St. Luke's Hospital for the Clergy and its name was changed to St. Luke's Healthcare for the Clergy on 10 November 2009. It is registered with the Charity Commission under registration no.1123195.

### Governance and Management

The Directors are responsible for the overall governance of the Charity. They aim to maintain a balance on the Board between clerical members, clinical members and others with specific skills. The Board meets three times a year to review strategy and performance and to set operating plans and budgets. The Board delegated day to day management of the Company to the Executive Director. St. Luke's has an Audit Committee, a Medical Advisory Committee and an Advisory Committee (known as the Advisory Board).

Upon appointment, new Directors are given an induction by the Chairman of the Company and the Executive Director as well as background information on the Charity, including the Memorandum & Articles of Association, recent Reports and Accounts and recent Minutes of meetings.

The Charity is based in a single room in Church House, Westminster and, during the year, employed two staff: the Executive Director, Mr Neil Stevenson (who has since left), and the Medical Secretary, Mrs Hazel Adams.

### Corporate Governance

Processes are in place to ensure that expenditure, performance and progress are monitored and that appropriate management information is prepared and reviewed regularly by the Board. The systems of internal control are designed to provide reasonable assurance against material misstatement or loss. They include:

- a strategically planned annual budget approved by the Board;
- regular consideration by the Directors of financial results, variances from budgets and non-financial performance;
- delegation of day-to-day management authority;
- identification and management of risks.

The Audit Committee reviews annually the risks to which the Charity is exposed and reports to the Council. The Directors are satisfied that they have or are putting systems in place that mitigate the Charity's exposure to risk.

## OBJECTIVES AND ACTIVITIES

The Charity's objects are to provide charitable healthcare to the Anglican Clergy and their direct dependents, both in this country and overseas. The Charity also supports those clergy whose churches are in Communion with the Anglican Church, as well as specific other groups, including missionaries, nuns and monks.

The principal activity to achieve these objects has been to respond to requests from the Anglican Clergy for healthcare needs and to refer them to one of the Honorary Consultants, who provide their time for no charge to the Charity. There are now 106 Honorary Consultants in 28 medical disciplines (see page 3) who are prepared to see and advise Clergy. These Consultants are mainly based in London.

Our vision is to achieve a position where Anglican Clergy, members of religious orders, overseas missionaries, and theological students are healthy in body and mind and thus enabled to fulfil their calling without concern for their own bodily or mental wellbeing or that of their immediate families.

Our mission is to provide medical and psychological services to our beneficiaries in a timely manner and at minimum possible cost and to get them back into their parishes or other work as quickly as possible. Additionally, St. Luke's aims to promote the wellbeing of the clergy and actively support the dioceses in this task.

# ST. LUKE'S HEALTHCARE FOR THE CLERGY COMPANY LIMITED BY GUARANTEE

TRUSTEES' ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2014

---

## ACHIEVEMENTS AND PERFORMANCE

### Mental Well-being: Symposia in London and York

The highlights of the year under review were the Symposia on Clergy Resilience and Mental Well-being held in Church House and at Bishopsthorpe in mid-October, carrying endorsements from the Archbishops of both Canterbury and York. Turnout was excellent, with attendance from every diocese in England and Gibraltar.

Sessions demonstrating two different flavours of Resilience Seminars were given, as also of a model for Reflective Practice Groups. An overview was given of the psychological help that could be offered by St Luke's, together with clarification as to the boundaries within which Occupational Health physicians operated.

In addition, the initial findings arising out of the piloting in four dioceses of the 'Managing Ministry Pressure Better' internet based questionnaire were presented. The intention was to put on show the taster offerings available to dioceses from St Luke's, either at no charge or at greatly reduced charge, by way of encouragement to dioceses to embed similar practice into their core training and support packages for their clergy.

These Symposia were widely welcomed by those attending, and subsequent take-up of the 'offerings' by dioceses (see below) has been excellent. This encouragement has confirmed the Directors in their view that continuing work in the arena of clergy mental well-being by St Luke's is a valid and credible path for the Charity to pursue, and one that is welcomed by the Church.

It is important to recognise, as the Directors do, that there already exist pockets of first-class practice within dioceses in so far as support for the mental well-being of clergy is concerned. St Luke's seeks in no way to displace such practice, but to highlight its importance and to promulgate several, of many, support models that may be found useful to dioceses whose practice in this area is not so comprehensive as elsewhere.

### Partnership working

St Luke's is keen not to seek to reinvent the wheel, and to work wherever possible in collaboration with existing bodies. Relationships have been established with the AAPCC (the Anglican Association of Advisers in Pastoral Care and Counselling), APSE (the Association of Pastoral Supervisors and Educators) and Burrswood Hospital - in particular, its Telephone Counselling Service: it is intended to strengthen and expand such links. There is already active collaboration between the Charity and InterHealth, and also with the LPP Consultants psychiatric practice.

### Physical Well-being

The work undertaken by the Charity's Honorary Consultants has, as ever, been the bedrock service offered by St Luke's, and one for which the clergy helped by them are effusively grateful. The Directors owe an enormous debt to the St Luke's Honorary Consultants, and it is important to repeat that their value is incalculable: they must be given the heartfelt thanks of the Directors and the Church of England as a whole.

In terms of raw numbers (see below for detail), during the year ended 31 March 2013, 404 consultations were provided from 406 requests (approximately a 99.5% 'success' rate) (in the previous year 327 consultations were provided from 331 requests - 98.8%), an increase of some 23% in the number of consultations over the previous year. In considering these figures it is important to appreciate that it is unlikely that every request for a consultation will be satisfied because, depending on the treatment required (especially if it is to be joined), it may be more beneficial to the patient for the treatment to be carried out locally.

# ST. LUKE'S HEALTHCARE FOR THE CLERGY COMPANY LIMITED BY GUARANTEE

TRUSTEES' ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2014

## ACHIEVEMENTS AND PERFORMANCE (CONTINUED)

### Consultation Statistics 13/14

SPECIALITY	YES	NO	GRAND TOTAL
ALLERGIST	2		
BREAST SURGERY	0		
POST-OP CARE	16		
CARDIOLOGY	15	1	
CARDIOTHORACIC	0		
CFS PHYSICIAN	5		
DERMATOLOGY	12		
ENDOCRINOLOGY	4		
ENT	17		
GASTROENTEROLOGY	17		
GENERAL SURGERY	42		
GYNAECOLOGY	13		
HAEMATOLOGY	0		
HEPATOLOGY	0		
MUSCULO-SKELETAL	2		
NEUROLOGY	13		
NEUROSURGERY	2		
OPHTHALMOLOGY	37		
ORAL SURGERY	22		
ORTHOPAEDICS	83	1	
PAIN MANAGEMENT	2		
PHYSICIAN	2		
PLASTICS	11		
PODIATRY	3		
PSYCHIATRY	30		
PSYCHOLOGY	4		
RESPIRATORY	9		
RHEUMATOLOGY	12		
UROLOGY	18		
VASCULAR	11		
<b>Grand Total</b>	<b>404</b>	<b>2</b>	<b>406</b>

### Geographical Reach

*'Our plan to reach a wider audience will be enabled by the payment of treatments and by the recruitment of Honorary Consultants outside of London.'*

The majority of our Honorary Consultants remain based in or close to London, but the Directors have an active plan to establish a hub in the north of England, which in time it is hoped will mirror the structure that currently exists in the south.

### Diocesan Support

*'We will continue with our psychological support of dioceses through our joint venture with InterHealth.'*

Two more dioceses undertook our survey 'Managing Ministry Pressure Better' ('MMPB') and the tool was made available to all clergy via our website.

MMPB provides a solid basis in data, to work out what specific areas of pressure are producing which outcomes, and thus provide a better handle on solutions. It addresses sensitive issues such as church finance, invasion of home space, gender and role, multiple parishes, theological controversy etc.



# ST. LUKE'S HEALTHCARE FOR THE CLERGY COMPANY LIMITED BY GUARANTEE

TRUSTEES' ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2014

---

## ACHIEVEMENTS AND PERFORMANCE (CONTINUED)

Six dioceses are due to complete the survey during 2014, and by the end of the year, St Luke's anticipates that over 20% of dioceses will have engaged with MMPB: momentum is building for many more to undertake the survey in 2015.

MMPB has proved to be a quick and relatively cheap way of obtaining an accurate picture of clergy pressure, enabling senior diocesan staff to target resources where they are most needed.

### Reflective Practice Groups

Reflective Practice Groups, already a feature of Continuing Ministerial Development in some dioceses, are currently in the course of being instituted by St Luke's in a further four. St Luke's is offering all dioceses support in setting up its reflective practice group model, which it will then fully finance for the first year of a two year cycle.

### Resilience Training

Half and whole day seminars on Resilience Training have been held, or are shortly to be held, in as many as twelve dioceses. Feedback from those individuals attending these seminars has been extremely positive, and St Luke's is satisfied that they fulfil a hitherto largely unmet, sometimes unidentified, need amongst individual members of the clergy.

## FINANCIAL REVIEW

St Luke's did not carry out any active fundraising during the financial year, and expenditure was concentrated on creating awareness of the services that the charity has to offer, and paying for treatments. Voluntary income amounted to a total of £410,461, with donations of £52,725, legacies of £349,846 and grants of £7,890. Other income from interest and commission etc. amounted to £18,664, making a total income of £429,125. Charitable activities, including the wages of the Medical Secretary and a share of the General Secretary's pay and of premises amounted to £342,721. Other expenses including the balance of wages and general administrative expenses amounted to £40,032. Whilst this resulted in a surplus for the year of £46,372 this was only achieved by the disbursement of the legacy income received, although this was in keeping with the Board's decision to draw down on reserves to pay for physical and psychological treatments.

The Balance Sheet at 31 March 2014 showed a total net assets less current liabilities of £2,085,808.

## PLANS FOR FUTURE PERIODS

The Directors' vision for St Luke's as being in the forefront of showcasing and encouraging best practice for the mental wellbeing of their beneficiaries is expensive in financial terms.

Their giving financial assistance in some cases towards treatment consequent upon visits to Honorary Consultants is no less expensive. They believe, however, that by offering help to the Clergy in these ways they are carrying out the aims of the Charity in a manner that is best suited to the prevailing conditions and so they propose to continue in the same vein.

In order to continue the work, funds are required. In recent years, whilst the future path of St Luke's was not clearly established, formal fundraising has not been undertaken. Now that a clear way for the future has been mapped out, the Directors intend that fundraising for St Luke's should have a high profile, and to that end are appointing a Chief Executive with a brief slanted heavily in that direction, and in the direction of re-establishing the very strong supporter network which the Charity enjoyed whilst the Hospital was in operation.

The Board's aim continues to be to create a strong, safe and viable future for St. Luke's, maximising the positive impact of the work of the Charity on its beneficiaries. The strategy includes continuing support to and expansion of the Honorary Consultant network; making monies available for paying for certain treatments; the building of relationships with appropriate partners; and supporting dioceses in their support of clergy wellbeing.

## PUBLIC BENEFIT

In supporting the healthcare needs of the clergy, active and retired, and their immediate dependents, St Luke's enables them to serve their parishes and churches more effectively by providing access to support and treatment in a way that is mindful of their vocation.

Nationally, the Church, through its network of parishes and churches and ordained and lay ministers seeks to build social capital and provide spiritual care for all those who might wish to engage with it. The local churches are a focus for community activity, and through resources available at their disposal, provide activities that support community development and social cohesion. These can include projects which support children, families and the elderly. Retired clergy and their dependents often play a role in these projects.

In accordance with the requirements of s.4(6) Charities Act 2006, in exercising their responsibilities as the Council has had regard to the Charity Commission's published advice on public benefit.

---

# ST. LUKE'S HEALTHCARE FOR THE CLERGY COMPANY LIMITED BY GUARANTEE

TRUSTEES' ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2014

---

## GOING CONCERN

The trustees have a reasonable expectation that the charity has adequate resources to continue operational existence for the foreseeable future. For this reason the trustees continue to adopt the going concern basis of accounting in preparing the annual financial statements.

## RELATED PARTIES

Mr Edward Martineau retired from Messrs Hunters, Solicitors to the Charity, on 30 September 2013 having been a salaried Consultant to that firm for the prior six month period. Mr Martineau derived no financial benefit from any work undertaken by Hunters on behalf of the Charity.

## STATEMENT OF DIRECTORS' RESPONSIBILITIES

The Directors (who are also trustees of St. Luke's Healthcare for the Clergy for the purposes of charity law) are responsible for preparing the Annual Report of the Company and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Company law requires the Directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Charitable Company and of the incoming resources and application of resources, including the income and expenditure, of the Charitable Company for that period. In preparing those financial statements, the Directors 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charitable Company will continue in business.

The Directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charitable Company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Charitable Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

## INDEPENDENT EXAMINER

Menzies LLP has been re-appointed as independent examiner for the ensuing year.

## SMALL COMPANY PROVISIONS

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

Registered office:  
Room 201  
Church House  
27 Great Smith Street  
London  
SW1P 3AZ

Signed on behalf of the trustees



E.C.A. Martineau  
Chairman

7<sup>th</sup> July 2014

# ST. LUKE'S HEALTHCARE FOR THE CLERGY COMPANY LIMITED BY GUARANTEE

INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF ST. LUKE'S HEALTHCARE FOR THE CLERGY

YEAR ENDED 31 MARCH 2014

---

I report on the accounts of the charity for the year ended 31 March 2014 which are set out on pages 110 to 114.

## RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The trustees (who are also the directors of St. Luke's Healthcare for the Clergy for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

## BASIS OF INDEPENDENT EXAMINER'S REPORT

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

## INDEPENDENT EXAMINER'S STATEMENT

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Christopher Evans FCA  
Menzies LLP  
Independent examiner

Lynton House  
7 - 12 Tavistock Square  
London  
WC1H 9LT

3/10/2014

**ST. LUKE'S HEALTHCARE FOR THE CLERGY  
COMPANY LIMITED BY GUARANTEE**

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT)**

**YEAR ENDED 31 MARCH 2014**

	Note	Total Funds 2014 £	Total Funds 2013 £
<b>INCOMING RESOURCES</b>			
Incoming resources from generating funds:			
Voluntary income	2	410,461	159,817
Investment income	3	14,285	16,400
Incoming resources from charitable activities	4	4,379	4,379
<b>TOTAL INCOMING RESOURCES</b>		<u>429,125</u>	<u>180,596</u>
<b>RESOURCES EXPENDED</b>			
Costs of generating funds:			
Costs of generating voluntary income	5	(28,718)	(38,089)
Charitable activities	6/7	(342,721)	(272,985)
Governance costs	8	(11,314)	(12,850)
<b>TOTAL RESOURCES EXPENDED</b>		<u>(382,753)</u>	<u>(323,924)</u>
<b>NET INCOMING/(OUTGOING) RESOURCES FOR THE YEAR/ NET INCOME/(EXPENDITURE) FOR THE YEAR</b>	<b>10</b>	46,372	(143,328)
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward		2,039,436	2,182,764
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u>2,085,808</u>	<u>2,039,436</u>

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

The notes on pages 11 to 16 form part of these financial statements.

# ST. LUKE'S HEALTHCARE FOR THE CLERGY COMPANY LIMITED BY GUARANTEE

## BALANCE SHEET

31 MARCH 2014

	Note	2014		2013	
		£	£	£	£
<b>FIXED ASSETS</b>					
Tangible assets	12		33,033		34,294
<b>CURRENT ASSETS</b>					
Debtors	13	276,531		153,121	
Cash in hand		1,797,119		1,881,884	
		<u>2,073,650</u>		<u>2,035,005</u>	
<b>CREDITORS: Amounts falling due within one year</b>	14	<u>(20,875)</u>		<u>(29,863)</u>	
<b>NET CURRENT ASSETS</b>			2,052,775		2,005,142
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			<u>2,085,808</u>		<u>2,039,436</u>
<b>NET ASSETS</b>			<u>2,085,808</u>		<u>2,039,436</u>
<b>FUNDS</b>					
Unrestricted income funds	16		2,085,808		2,039,436
<b>TOTAL FUNDS</b>			<u>2,085,808</u>		<u>2,039,436</u>

For the year ended 31 March 2014 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Trustees' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

These financial statements were approved by the trustees and authorised for issue on the 7th July and are signed on their behalf by:

E.C.A. Martineau  
Chairman

*Edward Martineau*

2014

Company Registration Number: 06511046

The notes on pages 11 to 14 form part of these financial statements.

# ST. LUKE'S HEALTHCARE FOR THE CLERGY COMPANY LIMITED BY GUARANTEE

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2014

### 1. ACCOUNTING POLICIES

#### Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), and the requirements of the Statement of Recommended Practice 'Accounting and Reporting by Charities' issued in March 2005 (SORP 2005).

#### Incoming resources

All incoming resources are included on the statement of financial activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

#### Fund accounting

Unrestricted funds can be used in accordance with 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.

#### Resources expended

Liabilities are recognised as resources expended where there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and includes value added tax, which is irrecoverable.

Costs are allocated according to the nature of the expenditure and by the proportion of staff time spent on each activity.

#### Fixed assets

Tangible fixed assets are capitalised and included at cost, including any incidental expenses of acquisition and irrecoverable VAT. Depreciation is provided so as to write off the cost of tangible fixed assets over their estimated useful life by equal annual instalments at the following rates:

Freehold properties	Nil
Equipment	33% Straight Line

#### Taxation

The charity is exempt from corporation tax on its chargeable activities.

### 2. VOLUNTARY INCOME

	Unrestricted Funds £	Total Funds 2014 £	Total Funds 2013 £
Donations	52,725	52,725	48,964
Legacies	349,846	349,846	99,863
Grants receivable	7,890	7,890	10,990
	<u>410,461</u>	<u>410,461</u>	<u>159,817</u>

### 3. INVESTMENT INCOME

	Unrestricted Funds £	Total Funds 2014 £	Total Funds 2013 £
Bank interest receivable	14,185	14,185	16,300
Rents received	100	100	100
	<u>14,285</u>	<u>14,285</u>	<u>16,400</u>

# ST. LUKE'S HEALTHCARE FOR THE CLERGY COMPANY LIMITED BY GUARANTEE

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2014

### 4. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	Unrestricted Funds	Total Funds 2014	Total Funds 2013
	£	£	£
Commissions - Physical health services	4,379	4,379	4,379

### 5. COSTS OF GENERATING VOLUNTARY INCOME

	Unrestricted Funds	Total Funds 2014	Total Funds 2013
	£	£	£
Costs of generating income	28,718	28,718	38,089

### 6. COSTS OF CHARITABLE ACTIVITIES BY FUND TYPE

	Unrestricted Funds	Total Funds 2014	Total Funds 2013
	£	£	£
Physical Health Services	195,066	195,066	167,724
Psychological Health Services	87,609	87,609	40,306
Support costs	60,046	60,046	64,955
	<u>342,721</u>	<u>342,721</u>	<u>272,985</u>

### 7. COSTS OF CHARITABLE ACTIVITIES BY ACTIVITY TYPE

	Direct Costs	Support costs	Total Funds 2014	Total Funds 2013
	£	£	£	£
Physical Health Services	195,066	48,037	243,103	219,691
Psychological Health Services	87,609	12,009	99,618	53,294
	<u>282,675</u>	<u>60,046</u>	<u>342,721</u>	<u>272,985</u>

### 8. GOVERNANCE COSTS

	Unrestricted Funds	Total Funds 2014	Total Funds 2013
	£	£	£
Salaries and wages	4,900	4,900	4,900
Audit fees	-	-	2,300
Independent Examination fees	5,340	5,340	4,920
Legal fees	1,074	1,074	730
	<u>11,314</u>	<u>11,314</u>	<u>12,850</u>

# ST. LUKE'S HEALTHCARE FOR THE CLERGY COMPANY LIMITED BY GUARANTEE

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31.MARCH 2014

### 9. ANALYSIS OF SUPPORT COSTS

	Physical health services	Psychological health services	Total 2014	Total 2013
	£	£	£	£
Premises expenses	9,999	2,499	12,498	13,208
Insurances	4,007	1,002	5,009	2,645
Other office expenses	2,644	661	3,305	737
Postage, printing & stationary	3,353	839	4,192	1,684
Website Costs	9,778	2,445	12,223	16,036
Travel & entertainment	324	80	404	3,305
Consultancy fees	15,744	3,936	19,680	24,960
Bank charges	225	56	281	265
Depreciation	1,963	491	2,454	2,115
	<u>48,037</u>	<u>12,009</u>	<u>60,046</u>	<u>64,955</u>

### 10. NET INCOMING/(OUTGOING) RESOURCES FOR THE YEAR

This is stated after charging:

	2014	2013
	£	£
Auditors' fees	-	2,300

### 11. STAFF COSTS AND EMOLUMENTS

Total staff costs were as follows:

	2014	2013
	£	£
Wages and salaries	77,962	77,962
Social security costs	7,816	7,540
	<u>85,778</u>	<u>85,502</u>

#### Particulars of employees:

The average number of employees during the year, calculated on the basis of full-time equivalents, was as follows:

	2014	2013
	No	No
Number of charitable activities staff	1	1
Number of administrative staff	1	1
	<u>2</u>	<u>2</u>

No employee received remuneration of more than £60,000 during the year (2013 - Nil).



# ST. LUKE'S HEALTHCARE FOR THE CLERGY COMPANY LIMITED BY GUARANTEE

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2014

### 12. TANGIBLE FIXED ASSETS

	Land and buildings £	Other plant & machinery etc. £	Total £
<b>COST</b>			
At 1 April 2013	30,001	6,408	36,409
Additions	-	1,675	1,675
Disposals	-	(720)	(720)
<b>At 31 March 2014</b>	<u>30,001</u>	<u>7,363</u>	<u>37,364</u>
<b>DEPRECIATION</b>			
At 1 April 2013	-	2,115	2,115
Charge for the year	-	2,454	2,454
On disposals	-	(238)	(238)
<b>At 31 March 2014</b>	<u>-</u>	<u>4,331</u>	<u>4,331</u>
<b>NET BOOK VALUE</b>			
<b>At 31 March 2014</b>	<u>30,001</u>	<u>3,032</u>	<u>33,033</u>
At 31 March 2013	<u>30,001</u>	<u>4,293</u>	<u>34,294</u>

### 13. DEBTORS

	2014 £	2013 £
Trade debtors	267,383	148,467
Other debtors	9,148	4,654
	<u>276,531</u>	<u>153,121</u>

### 14. CREDITORS: Amounts falling due within one year

	2014 £	2013 £
Trade creditors	4,358	15,458
PAYE and social security	2,341	-
Other creditors	14,176	14,405
	<u>20,875</u>	<u>29,863</u>

### 15. PENSION COMMITMENTS

Several Ex-employees have, in past, contributed to a multi-employer pension scheme via salary deductions. The trustees of that pension scheme have asked the charity to make good a deficit on these funds. The Board has been shown sufficient evidence to confirm that the charity will be liable to make good the relevant proportion of the shortfall in the fund. At present the final figure is not known, and no liability is provided for as the figure cannot be estimated with reliable certainty. The Board do not expect the charity's liability to exceed £25,000.

### 16. UNRESTRICTED INCOME FUNDS

	Balance at 1 April 2013 £	Incoming resources £	Outgoing resources £	Balance at 31 March 2014 £
General Funds	<u>2,039,436</u>	<u>429,125</u>	<u>(382,753)</u>	<u>2,085,808</u>

# ST. LUKE'S HEALTHCARE FOR THE CLERGY COMPANY LIMITED BY GUARANTEE

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2014

---

### 17. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Tangible fixed assets £	Net current assets £	Total £
Unrestricted Income Funds	33,033	2,052,775	2,085,808
<b>Total Funds</b>	<u>33,033</u>	<u>2,052,775</u>	<u>2,085,808</u>

### 18. CONTINGENT ASSETS

In the late 1990s the trustees of St Luke's Hospital for the Clergy were left a legacy comprising a percentage share in a parcel of agricultural land in South Wales on some of which land there remains a prospect of planning consent for residential development being obtained. Until such time as planning consent may be granted, this asset is being shown in the balance sheet at a nominal value of £1.

### 19. COMPANY LIMITED BY GUARANTEE

The company is a registered charity and is limited by guarantee. Each member's liability is limited by individual guarantees in accordance with the Memorandum and Articles of Association.