ISLAND HOSPICE AND BEREAVEMENT SERVICE (UK)
(A company limited by guarantee)

REPORT AND FINANCIAL STATEMENTS
YEAR ENDED 30 SEPTEMBER 2011

Charity No 1091353
Company No 4281689
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ISLAND HOSPICE AND BEREAVEMENT SERVICE (UK)

LEGAL AND ADMINISTRATIVE INFORMATION

Status

The organisation is a charitable company limited by guarantee, incorporated on 5 September 2001 and registered as a charity on 25 March 2002.

The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. Under those Articles, the Trustees are elected at the AGM. At the first AGM all of the Trustees retired and at every subsequent AGM one third of the trustees are required to retire by rotation.

Trustees

Mr A W Brooks  Chairman
Mrs R Todd
Mr D Bodell
Ms M von Lindenfels
Ms A Lloyd-Williams
Mr J Torond

(resigned 22nd September 2011)
(appointed 25th June 2011)
(appointed 25th June 2011)
(appointed 25th June 2011)
(appointed 25th June 2011)

Secretary
A W Brooks

Principal and Registered Office

21 Crediton Hill, London  NW6 1HS

Independent Examiner

Mr C Halder FCA

Bankers

Barclays Bank PLC, Banbury, Oxon
ISLAND HOSPICE AND BEREAVEMENT SERVICE (UK)

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ISLAND HOSPICE AND BEREAVEMENT SERVICE (UK)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 SEPTEMBER 2011

The Trustees present their report and the financial statements for the year ended 30 September 2011

Activities

The company is a registered charity and exists to provide a hospice service to persons suffering from a terminal illness, the advancement of public education in the methods and policies relating to death and bereavement, the relief of sickness in particular through the provision of a counselling service, the promotion of research into medical, psychological and related aspects of dying and bereavement and the publication of the useful results of that research.

The charity is managed by its trustees who meet regularly to plan future strategies and agree grants to be made.

Island Hospice and Bereavement Service (UK) works closely with Island Hospice Service, Zimbabwe in pursuit of its charitable objectives and, at the request of certain donors to Island Hospice Service Zimbabwe, facilitates the transfer of funds through its bank account to Zimbabwe on behalf of such donors.

Financial results and future activities

Incoming resources for the year amounted to £2,486 made up of donations.

During the year grants totalling £11,432 were made to Island Hospice Service, Zimbabwe for the cost of running the centre operated by that charity.

The trustees plan to continue to provide funding and assistance for Island Hospice Service, Zimbabwe in the future.

Reserves policy

Sufficient cash reserves are needed in the general fund to enable the charity to continue the furtherance of its objectives. At the year end cash reserves amounted to £18,817 (2010 - £29,545). Cash reserves are held at this level in order to allow the charity to achieve its plans to continue to support Island Hospice Service, Zimbabwe.

Risk review

The trustees have assessed the major risks to which the charity is exposed, in particular those related to the operations and finances of the charity, and are satisfied that systems are in place to mitigate exposure to the major risks.
Responsibilities of the trustees

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure for the financial year. In preparing those financial statements, the trustees should follow best practice and

- select suitable accounting policies and then apply them consistently
- make judgements and estimates that are reasonable and prudent, and
- prepare the financial statements on the going concern basis unless it is inappropriate to assume that the company will continue on that basis

The trustees are responsible for maintaining 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. The trustees are also responsible for the safeguarding of the assets of the charitable company and hence for taking reasonable steps for the prevention of fraud and other irregularities.

Trustees

The trustees, who are directors for the purpose of company law, who served during the year and up to the date of this report are set out on page 1.

Members of the charitable company guarantee to contribute an amount not exceeding £10 to the assets of the charitable company in the event of winding up. The total number of such guarantees at 30 September 2011 was 5.

Auditors & Independent Examiner

This report has been prepared in accordance with the Statement of Recommended Practice - Accounting and Reporting by Charities and in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small entities.

Approved by the trustees on 22 May 2012 and signed on their behalf by

[Signature]
Mr A W Brooks
Chairman
REPORT OF THE INDEPENDENT EXAMINER

I report on the accounts of the company for the year ended 30 September 2011 set out on Pages 5 - 8

Respective responsibilities of the trustees and the examiner

As the company's trustees you are responsible for the preparation of the accounts. You consider that the audit requirement of section 43(2) of the Charities Act 1993 (the Act) does not apply. It is my responsibility to state, on the basis of the procedures specified in the general directions given by the Charity Commissioners under section 43(7)(b) of the Act, 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 Commissioners. An examination includes a review of the accounting records kept by the company 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 explanation from you as trustees concerning any such matters. In common with similar donor funded organisations it is not possible to independently verify donated income until its inclusion in the accounting records. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently I do not express an audit opinion on the view given by the accounts

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 requirement
   a) To keep accounting records in accordance with section 41 of the Act, and
   b) To prepare accounts which accord with the accounting records and to comply with
accounting requirements of the Act

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

Mr C Halder FCA
23 Ingham Road
London
NW6 1DG

22nd May 2012
# ISLAND HOSPICE AND BEREAVEMENT SERVICE (UK)
## STATEMENT OF FINANCIAL ACTIVITIES
### FOR THE YEAR ENDED 30 SEPTEMBER 2011

<table>
<thead>
<tr>
<th></th>
<th>2011</th>
<th>2010</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Income and expenditure</strong></td>
<td>Notes</td>
<td>£</td>
</tr>
<tr>
<td><strong>Incoming resources</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Donations</td>
<td>2</td>
<td>2,486</td>
</tr>
<tr>
<td>Investment Income - bank interest</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td><strong>Total incoming resources</strong></td>
<td></td>
<td>2,486</td>
</tr>
<tr>
<td><strong>Charitable expenditure</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Grants paid</td>
<td>3</td>
<td>11,432</td>
</tr>
<tr>
<td>Administration</td>
<td>4</td>
<td>1,763</td>
</tr>
<tr>
<td></td>
<td></td>
<td>13,195</td>
</tr>
<tr>
<td><strong>Net movement in funds</strong></td>
<td>(10,709)</td>
<td></td>
</tr>
<tr>
<td><strong>Total funds at 30 September 2010</strong></td>
<td></td>
<td>29,525</td>
</tr>
<tr>
<td><strong>Total funds at 30 September 2011</strong></td>
<td></td>
<td>18,816</td>
</tr>
<tr>
<td>Notes</td>
<td>2011</td>
<td>2010</td>
</tr>
<tr>
<td>--------------------------------------</td>
<td>--------</td>
<td>--------</td>
</tr>
<tr>
<td><strong>Current Assets</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash at bank</td>
<td>18,816</td>
<td>29,545</td>
</tr>
<tr>
<td><strong>Current Liabilities</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Island Hospice Service Zimbabwe</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Net current assets</strong></td>
<td>18,816</td>
<td>29,545</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Funds</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Unrestricted funds</td>
<td>18,816</td>
<td>37,219</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>18,816</td>
<td>37,219</td>
</tr>
</tbody>
</table>

For the year ended 30 September 2011 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies. The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476. 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.

The financial statements on pages 6 to 8 were approved by the trustees on 32 May 2012 and signed on their behalf by:

A W Brooks  
Chairman  

D Bodell  
Trustee
1 Accounting policies

1.1 The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective March 2000), the Companies Act 2006 and follow the recommendations in the Statement of Recommended Practice - Accounting and Reporting by Charities

1.2 Voluntary income is received by way of donations and gifts and is included in full in the Statement of Financial Activities when receivable

1.3 Incoming resources from other sources and from investments is included in receivable when receivable

1.4 Resources expended are recognised in the period in which they are incurred. Resources expended include attributable VAT which cannot be recovered

1.5 Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds

1.6 Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets those criteria is charged to the fund, together with a fair allocation of management support costs. At the date of these accounts the Company held no restricted funds

2 Donations Received

<table>
<thead>
<tr>
<th></th>
<th>2011</th>
<th>2010</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sundry donations under £2,000</td>
<td>2,486</td>
<td>4,665</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>2,486</strong></td>
<td><strong>4,665</strong></td>
</tr>
</tbody>
</table>

3 Grants Paid

During the year grants totalling £11,432 (2010 £22,545) were made to Island Hospice Service, Zimbabwe toward the cost of running the centre operated by that charity. All the grants were made from unrestricted funds
## Administration expenses

<table>
<thead>
<tr>
<th>Description</th>
<th>2011</th>
<th>2010</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bank Charges</td>
<td>£26</td>
<td>£123</td>
</tr>
<tr>
<td>Companies House</td>
<td>£14</td>
<td>£165</td>
</tr>
<tr>
<td>Exchange (profit) in the period</td>
<td>-25</td>
<td>-21</td>
</tr>
<tr>
<td>Subscriptions</td>
<td>£150</td>
<td>-</td>
</tr>
<tr>
<td>Sundry expenses</td>
<td>£201</td>
<td>£256</td>
</tr>
<tr>
<td>Contribution to Trustee's travel to Zimbabwe</td>
<td>£1,053</td>
<td>-</td>
</tr>
<tr>
<td>Trustee Expenses</td>
<td>£119</td>
<td>£209</td>
</tr>
<tr>
<td>Web hosting expenses</td>
<td>£225</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>£1,763</td>
<td>£732</td>
</tr>
</tbody>
</table>

## Staff costs and numbers

There were no employees during the period and no emoluments were paid.

## Trustees remuneration

Trustees are not remunerated. £119 was reimbursed to four trustees for expenses incurred in the fulfilment of their functions as trustees (2010 - £209).

## Taxation

The charitable company is exempt from corporation tax on its charitable activities.