

NATIONAL HEALTH SERVICE

PEMBROKESHIRE NHS TRUST

AUTHORITY CODE

RF1

ANNUAL ACCOUNTS 1996-97

The accounts for Funds held on Trust

FOREWORD

These accounts have been prepared by the authority under section 98(2) of the National Health Service Act 1997 (as amended) in the form in which the Secretary of State has, with the approval of the Treasury, directed.

STATEMENT OF FINANCIAL ACTIVITIES YEAR ENDED 31 MARCH 1997

		Unrestricted funds:	Restricted Income funds:	Endowment funds:	Total:	1995-96
	Note	£000	£000	£000	£000	£000
Incoming resources						
Donations		22	139	0	161	174
Legacies		0	272	0	272	16
Grants receivable		0	0	0	0	0
Less: deferred income		0	0	0	0	0
Investment income		1	44	0	45	40
Net income from non-charitable trading		0	0	0	0	0
Income from charitable trading		0	0	0	0	0
Other incoming resources	2	0	10	0	10	22
Total incoming resources		23	465	0	488	252
Resources expended						
Direct charitable expenditure						
Grants payable	3	23	369	0	392	188
Other direct charitable expenditure	4	0	0	0	0	0
Total direct charitable expenditure		23	369	0	392	188
Other expenditure						
Fundraising and publicity		0	0	0	0	0
Management and administration		0	6	0	6	5
Total other expenditure		0	6	0	6	5
Total resources expended	5	23	375	0	398	193
Net incoming resources before transfers		0	90	0	90	59
Gross transfer between funds		0	0	0	0	0
Net incoming resources		0	90	0	90	59
Gains/(losses) on investment assets and investment properties:						
Realised		0	(2)	0	(2)	13
Unrealised gains Prior year		2	34	0	36	0
Unrealised gains Current year		2	23	0	25	0
Unrealised gains/(losses) on tangible fixed assets		0	0	0	0	0
Net movement in funds		4	145	0	149	72
Fund balances brought forward at 1 April 1996		17	532	9	558	486
Fund balances carried forward at 31 March 1997		21	677	9	707	558

BALANCE SHEET AT 31 MARCH 1997

		1996-97	1995-96
	Note	£000	£000
Fixed Assets			
Intangible assets		0	0
Tangible assets	7	3	3
Investments	9	485	430
Total fixed assets		488	433
Current Assets			
Stocks		0	0
Debtors	10	98	16
Short term investments and deposits		7	0
Cash at bank and in hand		182	136
Total current assets		287	152
Creditors:			
Amounts falling due within one year	11	68	27
Net current assets		219	125
Total assets less current liabilities		707	558
Creditors:			
Amounts falling due after more than one year		0	0
Provisions for liabilities and charges		0	0
Net Assets		707	558
Capital funds			
Endowment Funds	12	9	9
Income Funds:			
Restricted	12	677	532
Unrestricted	13	21	17
Total Funds		707	558

CASH FLOW STATEMENT FOR THE YEAR ENDED 31 MARCH 1997

		1995-96	
	Note	£000	£000
Net cash inflow from operating activities	16.1	25	56
CAPITAL EXPENDITURE			
Payments to acquire tangible fixed assets		0	0
Payments to acquire investment fixed assets		0	(9)
Receipts from the sale of tangible fixed assets		0	0
Receipts from the sale of investment fixed assets		8	20
Other capital expenditure		0	0
Other capital receipts		0	0
Net cash inflow from capital expenditure		8	11
MANAGEMENT OF LIQUID RESOURCES			
Purchase of current asset investments and deposits		(7)	(57)
Sale of current asset investments and deposits		0	0
Net cash outflow from management of liquid resources		(7)	(57)
FINANCING			
Increase/(decrease) in debt due within one year		0	0
Increase/(decrease) in debt due after one year		0	0
Capital element of finance lease rental		0	0
Net cash inflow from financing		0	0
Increase in cash		26	10

CHARITABLE TRUST FUNDS

NOTES TO THE ACCOUNTS

Accounting policies

1.1

The accounts have been prepared in accordance with the statement of recommended practice - Accounting for Charities - and with the Standard Accounting Practices and policies for the NHS approved by the Secretary of State.

1.2 Incoming resources

The policies followed, which deal with income, voluntary assistance and donations, are:

a) Cash donations

Gifts, legacies, investment income and cash collected from fund raising events are included in full in the Statement of Financial Activities as soon as the conditions for receipt have been met and there is a reasonable assurance of receipt.

b) Gifts in kind

- (i) Assets given for distribution by the charity are included in the Statement of Financial Activities only when distributed. For any undistributed assets at the year end, a description of the items involved and an estimate of their value is shown in a note in the accounts.
- (ii) Assets given for use by the charity (e.g. property for its own occupation) are included in the Statement of Financial Activities as incoming resources when receivable.
- (iii) Gifts made in kind but on trust for conversion into cash and subsequent application by the charity are included in the accounting period in which the gift is sold.

In all cases the amount at which gifts in kind are brought into account is either a reasonable estimate of their value to the charity or the amount actually realised. The basis of the valuation is disclosed in the annual report.

c) Intangible income

Intangible income is included in the accounts with an equivalent amount in outgoing resources.

1.3 Tangible Fixed Assets

a) Capitalisation

All assets falling into the following categories are capitalised:

- (i) tangible assets which are capable of being used for more than one year, and have a cost equal to or greater than £5,000;

NOTES TO THE ACCOUNT

ACCOUNTING POLICIES (continued)

- (ii) groups of tangible assets which are interdependent or would normally be provided or replaced as a group with a total value in excess of £5,000 and an individual value of £250 or more.

b) Valuation

Fixed assets are valued as follows:

- (i) Land, buildings, installations and fittings are stated at open market value for their existing use. Valuations are carried out professionally at five yearly intervals. The last valuation was made on the 1 April 1996. Between valuations an appropriate index is applied to revalue the assets;
- (ii) equipment is valued at the lower of estimated net replacement cost or recoverable amount;
- (iii) assets in the course of construction are valued at current cost.

c) Depreciation

- (i) Depreciation is charged on each main class of tangible asset as follows: land and assets in the course of construction are not depreciated. Buildings, installations and fittings are depreciated on their revalued amount over the assessed remaining life of the asset as advised by the professional valuers.
- (ii) Equipment is depreciated over the estimated life of the asset using the following standard lives

Fittings, other engineering plant & equipment	15 years
Vehicles	7 years
Furniture	10 years
Mainframe IT equipment	8 years
Office & IT equipment	5 years
Soft furnishings	7 years

d) Donated Assets

Donated assets are capitalised at their valuation on full replacement cost basis on receipt and are revalued and depreciated as described above.

1.4 Investment Fixed Assets

Investment fixed assets are shown at market value.

- (i) Property assets are not depreciated but are shown at market valuation. Valuations are carried out by a professional valuer at five yearly intervals. The last such valuation was at 1 April 1996. Between valuations trustees' best estimate market value. Valuation gains and losses are recorded in the Statement of Financial Activities with unrealised gains for prior years separately identified. The balance sheet reflects the revalued amounts.

NOTES TO THE ACCOUNTS

ACCOUNTING POLICIES (continued)

- (ii) Quoted stocks and shares are included in the balance sheet at mid-market price, ex-div.
- (iii) Other investment fixed assets are included at trustees' best estimate market value.

1.5 Intangible Fixed Assets

Intangible fixed assets are included at the trustees' best estimate of current value.

1.6 Pensions Contributions

The cost of employer pensions contributions to the NHS Superannuation and other schemes is charged to the Statement of Financial Activities.

2. Details of Other Incoming Resources

Analysis of other incoming resources recorded on the Statement of Financial Activities

	Unrestricted Funds:	Restricted Income Funds:	Endowment Funds:	Total 1996-97:
	£000	£000	£000	£000
Material incoming resources				
A Fundraising	0	2	0	2
Others	0	8	0	8
Total other incoming resources	0	10	0	10

3. Details of Resources Expended - Grants payable

	Unrestricted Funds:	Restricted Income Funds:	Endowment Funds:	Total 1996-97:
	£000	£000	£000	£000
Patients welfare and amenities	0	0	0	0
Staff welfare and amenities	0	0	0	0
Research	0	0	0	0
Contributions to NHS	23	369	0	392
Miscellaneous:				
Other	0	0	0	0
Total Miscellaneous	0	0	0	0
Total grants payable	23	369	0	392

4. Details of Resources Expended - Other

Analysis of Direct Charitable Expenditure - Other

	Unrestricted Funds:	Restricted Income Funds:	Endowment Funds:	Total 1996-97:
	£000	£000	£000	£000
Patients welfare and amenities	0	0	0	0
Staff welfare and amenities	0	0	0	0
Research	0	0	0	0
Contributions to NHS	0	0	0	0
Other	0	0	0	0
Total Miscellaneous	0	0	0	0
Total other direct charitable expenditure	0	0	0	0

5.1 Analysis of total resources expended

	Direct Charitable Expenditure:	Fundraising and publicity:	Management and Administration:	Total 1996-97:
	£000	£000	£000	£000
Staff	0	0	0	0
Depreciation	0	0	0	0
Auditors remuneration:				
- Audit fee			2	2
- Other fees	0	0	0	0
Indemnity Insurance	0	0	0	0
Other	392	0	4	396
Total	392	0	6	398

5.2 Analysis of staff costs:

	£000
Salaries and wages	0
Social security costs	0
Other pension costs	0
Total	0
The average number of employees in the year was:	0

5.3 The following number of senior employees received remuneration falling within the following ranges

	Number
40,000 to 50,000	0
50,001 to 60,000	0
60,001 to 70,000	0
70,001 to 80,000	0
80,001 to 90,000	0
90,001 to 100,000	0

6. Changes in resources available for charity use for the year ended 31 March 1997

	Unrestricted funds:	Restricted Income funds:	Endowment funds:	Total funds:
Net movement in funds for the year	4	145	0	149
Net movement in tangible fixed assets:				
- for direct charitable purposes	0	0	0	0
- for other purposes	0	0	0	0
Net movement in funds available for future activities	4	145	0	149

7. Total tangible fixed assets

	Freehold land and buildings:	Other interests in land and buildings:	Plant and machinery:	Fixtures, fittings and equipment:	Assets under construction:	Total:
	£000	£000	£000	£000	£000	£000
Cost or valuation						
Balance at 1 April 1996	3	0	0	0	0	3
Additions	0	0	0	0	0	0
Revaluations	0	0	0	0	0	0
Disposals	0	0	0	0	0	0
Balance at 31 March 1997	3	0	0	0	0	3
Accumulated depreciation						
Balance at 31 April 1996	0	0	0	0	0	0
Disposals	0	0	0	0	0	0
Revaluation	0	0	0	0	0	0
Charge for year	0	0	0	0	0	0
Balance at 31 March 1997	0	0	0	0	0	0
NBV at 31 March 1997	3	0	0	0	0	3
NBV at 1 April 1996	3	0	0	0	0	3
Unrealised gains at 31 March 1997						0

8. Unrealised gain/(loss) on tangible fixed assets

	Unrestricted funds:	Restricted Income funds:	Endowment funds:	Total funds:
	£000	£000	£000	£000
Unrealised gains at 1 April 1996	0	0	0	0
Deduct in respect of disposals in year	0	0	0	0
Add gains/(losses) on revaluation in year	0	0	0	0
Unrealised gain at 31 March 1997	0	0	0	0

9.1 Analysis of Fixed asset investments

	£000
Cost at 1 April 1996	
Revaluation at 1 April 1996	430
Less: Disposals at Opening Market Value	37
Add: Acquisitions at cost	(8)
Net gain on revaluation	4
Market value at 31 March 1997	22
	485
Historic cost at 31 March 1997	424

9.2 Market value as at 31 March 1997

	Held in UK:	Held outside UK:	Total:
	£000	£000	£000
Investment properties	0	0	0
Investments listed on stock exchange	478	0	478
Unlisted securities	0	0	0
Cash held as part of the investment portfolio	0	0	0
Investments in connected bodies	0	0	0
Other investments	7	0	7
Total market value of fixed asset investments	485	0	485

10. Analysis of debtors

	£000
Amounts falling due within one year:	
Amounts due from subsidiary and associated undertakings	0
Trade debtors	0
Prepayments	0
Accrued income	13
Other debtors	85
Total debtors falling due within one year	98
Amounts due over one year:	
Amounts due from subsidiary and associated undertakings	0
Trade debtors	0
Prepayments	0
Accrued income	0
Other debtors	0
Total debtors	98

11.1 Analysis of creditors: amounts falling due within one year

	£000
Loans and overdrafts	
Trade creditors	20
Amounts due to subsidiary and associated undertakings	0
Other creditors	0
Accruals	0
Deferred income	48
	0
Total	68

11.2 Analysis of creditors: amounts falling due after more than one year

	£000
Loans and overdrafts	
Trade debtors	0
Amounts due to subsidiary and associated undertakings	0
Other creditors	0
Accruals	0
Deferred income	0
	0
Total	0

12. Analysis of Funds - Endowment and restricted income funds

	Balance 1 April 1996:	Incoming resources:	Resources expended:	Transfers:	Gains and losses:	Balance at 31 March 1997:
	£000	£000	£000	£000	£000	£000
Material Endowment Funds						
Others	9	0	0	0	0	9
Total	9	0	0	0	0	9
Restricted funds						
A Withybush Hospital	309	336	(304)	(2)	42	381
B South Pembs Hospital	37	96	(40)	0	0	93
C Tenby Hospital	4	4	(4)	0	0	4
D Community	50	17	(22)	0	1	46
E Ambulance	17	2	(4)	2	4	21
F Renal	115	10	(1)	0	8	132
Others	0	0	0	0	0	0
Total	532	465	(375)	0	55	677

13. Analysis of unrestricted and unrestricted designated funds

	Balance 1 April 1996:	New Designations /Receipts:	Utilised/ Released:	Gains and losses:	Balance at 31 March 1997:
	£000	£000	£000	£000	£000
Material unrestricted designated funds					
Others	17	23	(23)	4	21
Total	17	23	(23)	4	21
Other unrestricted funds	0	0	0	0	0
Total	17	23	(23)	4	21

14. Contingencies

There were no contingent gains or losses included in the accounts for 1996/97

15. Commitments

The trusts have the following commitments:

	£000
Charitable projects	0
Capital	0
Other	0
Total	0

16.1 Reconciliation of changes in resources to net cash inflow/(outflow) from operating activities

	£000
Changes in resources before revaluation	
Gifted Legacy	90
Loss/(Gain) on disposal of tangible fixed assets	(4)
(Increase)/decrease in stocks	0
(Increase)/decrease in debtors	0
Increase/(decrease) in creditors and provision for liabilities and charges	(82)
	21
Net cash inflow from operating activities	25

16.2 Reconciliation of net cash flow to movement in net debt

	£000	£000
Increase/(decrease) in cash in the period	26	
Increase/(decrease) in debt and lease finance	0	
Increase/(decrease) in liquid resources	7	
Change in net debt resulting from cashflows		33
Non-cash changes in debt		0
Net debt at 1 April 1996		136
Net debt at 31 March 1997		169

16.3 Analysis of changes in net debt

	At 1 April 1996:	Cash flows:	Non-cash changes:	At 31 March 1997:
	£000	£000	£000	£000
Cash in hand, at bank	136	46	0	182
Overdrafts	0	(20)	0	(20)
Debt due within 1 year	0	0	0	0
Debt due after 1 year	0	0	0	0
Current asset investments	0	7	0	7
Total	136	33	0	169

PEMBROKESHIRE NHS TRUST

TRUST CODE

RF1

**STATEMENT OF TRUSTEES RESPONSIBILITIES
IN RESPECT OF THE ACCOUNTS**

The trustees are required under the National Health Services Act 1997 to prepare accounts for each financial year. The Secretary of State, with the approval of the Treasury, directs that these accounts give a true and fair view of the financial position of the funds held on trust. In preparing those accounts, the trustees are required to:

- apply on a consistent basis accounting policies laid down by the Secretary of State with the approval of the Treasury;
- make judgements and estimates which are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts.

The trustees confirm they have complied with the above requirements in preparing the accounts.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the funds held on trust and to enable them to ensure that the accounts comply with requirements outlined in the above mentioned direction by the Secretary of State. They are also responsible for safeguarding the assets of the funds held on trust and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

By order of the Trustees

Signed:

Trustee Date 1997

Financial Trustee Date 1997

PEMBROKESHIRE NHS TRUST

TRUST CODE

RF1

STATEMENT OF FINANCIAL TRUSTEES RESPONSIBILITIES

As Financial Trustee of the funds held on trust I am responsible for:

- the maintenance of financial records appropriate to the activities of the fund(s).
- the establishment and monitoring of a system of internal control.
- the establishment of arrangements for the prevention of fraud and corruption.
- the preparation of annual financial statements which give a true and fair view of the funds held on trust and the results of their operations.

In fulfilment of these responsibilities I confirm that the financial statements set out on pages 1 to 16 attached, have been compiled from and are in accordance with the financial records maintained by the trustees and with accounting standards and policies for the NHS approved by the Secretary of State

..... 1997

.....Financial Trustee

PEMBROKESHIRE NHS TRUST

CODE

RF1

AUDITORS' REPORTS

We certify that we have completed the audit of the financial statements on pages 1 to 16 which have been prepared in accordance with the Statement of Recommended Practice 'Accounting for charities' and with the standard accounting practices and policies for funds held on trust within the NHS as approved by the Secretary of State as set out on 5 to 7.

Respective Responsibilities of Directors and Auditors.

As described above the Trustees are responsible for the preparation of financial statements. It is our responsibility to form an independent opinion, based on our audit, on those statements and to report our opinion to you.

Basis of Opinion

We carried out our audit in accordance with Part 1 of the National Health Service and Community Care Act 1990 and the Code of Audit Practice issued by the Audit Commission, which requires compliance with relevant auditing standards.

Our audit included examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also included an assessment of the significant estimates and judgements made by the Trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the fund's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. However, the evidence available to us was limited because a proportion of the funds' income includes voluntary donations, over which there was no system of control on which we could rely for the purpose of our audit. There were no other satisfactory audit procedures that we could adopt to confirm that voluntary donations were properly recorded.

In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

Qualified opinion arising from limitation in audit scope

Except for any adjustments which might have been found to have been necessary had we been able to obtain sufficient audit evidence concerning voluntary donations, in our opinion the financial statements give a true and fair view of the funds held on trust at 31 March 1997 and of the income and expenditure for the year then ended.

..... Date

..... Signature

..... Address Name