

PARKHAVEN TRUST
ANNUAL REPORT AND ACCOUNTS
for the year ended
31st March 2011

Charity No: 210163

Company No: 361505

PARKHAVEN TRUST

Contents	Page
Company Information	1
Report of the Trustees	2 – 7
Statement of Trustees' Responsibilities	8
Independent Auditors' Report	9 – 10
Statement of Financial Activities	11
Income and Expenditure Account	12
Statement of Total Recognised Gains and Losses	12
Balance Sheet	13
Cash Flow Statement	14
Notes to the Accounts	15 – 24

PARKHAVEN TRUST

Company Information 31st March 2011

Charity number: 210163

Company number: 361505

Trustees: Mr N Avery (Chair)
Dr D N Anderson (appointed 20/09/2010)
Mr J Bolton (appointed 07/02/2011)
Mrs C Bradley (resigned 20/09/2010)
Mr R S Croft (appointed 20/09/2010)
Ms R Eley
Mr A Kneebone
Ms K Matthews
Mr M Harrison – North
Ms N Vose
Mr D Woods (resigned 20/09/2010)

Secretary: Mrs C Winstanley

Chief Executive: Dr H Rowland

Registered office: Liverpool Road South
Maghull
Merseyside
L31 8BR

Bankers: Lloyds TSB Bank plc
Station House
Mercury Court
Tithebarn Street
Liverpool
L2 2QP

Statutory Auditors: Mitchell Charlesworth
Chartered Accountants
5 Temple Square
Temple Street
Liverpool
L2 5RH

Solicitors: DLA Piper UK LLP
India Buildings
Water Street
Liverpool
L2 0NH

PARKHAVEN TRUST

Report of the Trustees For the year ended 31st March 2011

The trustees (who are also the directors of the company for the purposes of company law) present their report together with the audited accounts of the charity for the year ended 31st March 2011.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's governing document, applicable law and the requirements of the Statement of Recommended Practice, "Accounting and Reporting by Charities (SORP 2005)".

Governing document

The charity is a company limited by guarantee, incorporated on 29th May 1940 and is therefore governed by a Memorandum and Articles of Association which have been subject to revision and were formally adopted in September 2008.

Objects of the charity

Parkhaven Trust was established over a hundred years ago when it was called the Maghull Homes for the Epileptics. In 1997, it changed its name to Parkhaven Trust. The charity's objects are: To relieve the needs of older people and people with epilepsy, learning, physical and other disabilities by the provision of community homes, residential care, nursing home care and a range of day and domiciliary care. Also, to provide training opportunities for staff, service users and their carers.

Public benefit

The Trust is a provider of care for people in need. People have access to all the services of the Trust. These services offer an excellent environment, standard and flexibility of care and are open to everyone either directly or through Social Services. The fees are set so not to preclude anyone from being able to access these excellent services through inability to pay.

The Trustees have had due regard to the guidance published by the Charity Commission on public benefit and in particular the supplementary guidance on public benefit and fee charging.

Organisation

The charity is administered by a Board of Trustees. The Board of Trustees met 5 times during the twelve month period April 2010 to March 2011. The purpose of the Board is to enable the activities of the Trust to be monitored, to establish policies for the Trust, to ensure a clear strategic direction for the Trust and to ensure that the organisation is held properly to account. The agendas of the meetings reflect these objectives. In addition two sub-committees meet on a regular basis. These include the Finance and Investment Committee which is responsible for reviewing the financial results and position of the Trust including reviewing and monitoring investment strategy and performance. This Committee met 3 times during the year. The Remuneration Committee sets the pay and conditions of the Chief Executive and Senior Management Team and has met twice during the year.

The Management Team

Day to day management of the Trust is delegated to the senior managers. The current team is:

- Dr H Rowland Chief Executive
- Mrs M O'Reilly Residential Services Manager
- Ms L Pearson Support Services Manager
- Mr M Worden Human Resources Manager
- Mrs C Winstanley Finance Manager

Review of activities

Parkhaven Trust's mission statement is "to be an organisation that includes, supports, respects and empowers residents, service users and staff".

The charity endeavours to treat all those who use the services with dignity and respect. It works to promote independence, choice and individuality. It supports, involves and develops the skills of the staff and endeavours to encourage links with the local community and share resources.

PARKHAVEN TRUST

Report of the Trustees (continued) For the year ended 31st March 2011

Review of activities (continued)

The services that are part of the Parkhaven Trust are considered in two parts to reflect the shift in the provision of care being delivered; residential care and support services.

Residential care

- Harrison House registered for 24 older people providing short and long term care.
- Kyffin Taylor House registered for 29 older people with dementia providing short and long term care.
- James Page Nursing Home registered for 36 older people requiring nursing care.
- Bartlett at Henry Cox was registered for 14 younger people with physical disabilities however, this home was closed in December 2010.
- 12/14 Deyes Lane was registered for 9 people with a learning disability, however this home was sold on 15 March 2011. Parkhaven is now providing domiciliary care to the service users, who continue to live in the home as tenants.
- 1c Westover Close registered for 4 young people with physical and learning disabilities.

Support services

- Willow day service providing places for up to 40 older people with dementia and 9 places for younger people with early onset dementia.
- The Haven affords gardening opportunities for people with learning disabilities and dementia.
- Parkhaven@home, a registered domiciliary service, enables the Trust to provide care in people's own homes and provide continuity of care. Domiciliary care is provided under this umbrella to private individuals, people living at 12/14 Deyes Lane and also tenants living in Parkhaven Court, an extra care housing scheme which opened on the Parkhaven site in December 2010.
- People with dementia are also being supported by Parkhaven staff to go on holiday.

Achievements and performance

2010/11 was an important year in the life of the Trust. It saw the opening of the new extra care housing scheme (Parkhaven Court), the start on site of our new Dementia Centre and the transfer to a tenancy model of the specialist learning disability service at 12/14 Deyes Lane.

Parkhaven Trust supported over 400 people in different services, its impact and reach is extending, as noted under the sub-headings below.

The Trust endeavours to be excellent in all that it does. Since the year end, the Trust has been awarded the Investors in People Gold standard, which is external recognition of this and affirms the Trust's commitment to the development, investment and involvement of its staff. The excellence of the services is only possible because of the excellence of its staff.

Residential care

During 2010/11 Parkhaven Trust was home to 128 people across its 6 homes (only 4 homes remaining at the year end). In addition, 132 people visited Kyffin Taylor and Harrison House for a short break, providing respite care to service users.

An external quality assessment organisation has assessed all the Homes as 5*. This consistency is testament to the high standards in all of the homes. This ongoing improvement in standard is supported by reports received from the Care Quality Commission which has assessed 4 of our homes as excellent during 2010/11. Occupancy across the homes averaged 99% which reflects the high regard in which the services are held.

During the year, an additional bedroom was created at Kyffin Taylor.

Support services

The development of support services continues within the Trust. The Willow Day service was created in 2005 and continues to grow in terms of number and reputation. During 2010/11, 136 people attended the Willow Day service, some people attending one day a week, and others on a daily basis. Services for young people with dementia have also continued to develop.

PARKHAVEN TRUST

Report of the Trustees (continued) For the year ended 31st March 2011

Achievements and performance (continued)

In January 2011, building work commenced on the new £1.8m Dementia centre which is due to open in November 2011. This will be a replacement, purpose built facility for the Willow service and will also provide 6 respite beds. Grant funding totalling £175,000 has been received to date for this project, with an additional amount of £140,000 to be received upon completion of the scheme. The Trust is immensely grateful for this generous support.

As noted above, a new extra care housing scheme for people with dementia, Parkhaven Court, was opened in December 2010. The scheme comprises of 24 self contained apartments and the tenants have the benefit of living in their own tenancies with 24 hour care being available. This scheme is in partnership with Arena Housing.

Five years ago, a unique, therapeutic gardening service was developed for people with learning disabilities and latterly for people with dementia. The service is based around a beautiful, enclosed and accessible garden (the Haven) and orchard within Parkhaven's grounds. During 2008/09 the Haven received a grant to support the provision of a therapeutic gardening service to people with dementia, in their own gardens and at the Haven site at Parkhaven. The Trust has been very fortunate to have received grant support for this service from The Henry Smith Charity as it has contributed greatly to setting up the Keep Gardening scheme which enables people with dementia to continue gardening at home, with support. The Trust is very grateful for this support. The Haven service continues to increase the number of sessions it provides. Working with people with dementia and a local college and school, the service supported 116 people throughout the year, 23 of which attended the new Keep Gardening Project.

During the year 35 service users have been supported by Parkhaven staff on one of 6 holidays to Wales.

Parkhaven@home was registered as a new domiciliary service in 2008. During 2010/11 this service supported 23 people and undertook 2,874 hours of support. This has enabled people to stay in their own homes for as long as possible. It is anticipated this service will continue to grow during the next 12 months. This excludes domiciliary hours provided to Parkhaven Court and 12/14 Deyes Lane.

Working with the community

Within the grounds of the Liverpool Road South site is a Primary Care Trust general practice, a children's day nursery and a cricket pitch used by the local cricket club. The Trust values the developing relationship with those living locally. This will be further strengthened in 2011/12 with the introduction of 29 Growing Patches which are expected to be available from January 2011.

Staff

The Trust employed an average number of 172 staff during 2010/11. The turnover improved to 18% compared to 24% in the previous year (2009/10). Stability (the percentage of staff that stay more than a year) has improved slightly at 87%, compared to 83.5% for 2009/10. Sickness levels fell on the previous year at 3.6% (compared to 5.1%). The Trust continues to work with managers to reduce unnecessary absence and support staff through illness to return to work. Achieving low levels of sickness promotes better quality of service as less disruption arises for those using Parkhaven's services.

Training and support

The Trust continues to invest significantly in the training of staff. Over 77% of staff have achieved their NVQ 2 or above (79% at March 2010). This fall can be attributed to departure of staff from the Bartlett, which closed in December 2010, and also the recruitment of new staff to Parkhaven Court. During the year 343 training places were used, covering a number of different courses including Health & Safety, dementia awareness and safeguarding adults. This is lower than the number of training places in 2009/10 of 390, due to the fact that Safer Food Better Business training was not required this year and also due to a reduced number of induction training events, arising from timing of recruitment.

During the period new policies were introduced and others reviewed to ensure that staff were clear about how they should undertake their work, what the organisation expects of the staff and how staff can expect to be treated. This continues to be an ongoing piece of work to ensure that the work reflects best practice and current legislation. The policy and procedure files are issued annually to homes and departments and all staff have to sign that they have read and understood them.

PARKHAVEN TRUST

Report of the Trustees (continued) For the year ended 31st March 2011

Achievements and performance (continued)

Volunteers

In October 2010 the Trust recruited to a new Volunteer Co-ordinator post. As a result, the Trust now has a register of 26 active volunteers and more waiting for a placement. A total of 1,232 volunteering hours were provided during the year. Volunteers contribute hugely to the lives of our service users and are a great benefit to the Trust.

Improving the quality of our services

During the year 2010/11, 6 complaints were received and fully investigated. This compares to 5 in the previous year. The Trust actively encourages service users and their families to comment on their experiences and to ensure that lessons are learnt and appropriate action taken. In addition all the homes have regular meetings with those that live there so that service users can really influence how their services are run. These meetings are also supplemented by an annual survey of those who live at Parkhaven to ensure we are meeting their needs and wishes. The day service holds monthly meetings for carers and undertakes a survey of all those who attend the service. The outcome of the star rating assessments and the CQC assessment is a testament to the quality of services provided.

Financial Review

The Trust has achieved good financial results for the year, which have been supported greatly by generous gifts and legacies, for which the Trust is most grateful.

The closure of Bartlett at Henry Cox saw the end to a service that has been operating at a deficit for some time, as service user numbers had fallen to accommodate the closure. Other services of the Trust have seen an element of growth and it is hoped that this will continue in the coming year.

2010/11 has been a difficult year for the Trust as no uplift of fees was awarded by the Local Authorities for residential care placements; the effect of which is clearly reflected in the departmental results for Parkhaven's residential services.

The good financial position is in no doubt due to sustained effort to modernise the services offered, to improve quality of environment and care through leadership, training and a team effort from staff at all levels.

The Trust is clear that full cost recovery must be achieved for all new services, and it is working very hard towards this aim for existing services. Where departments do not balance income with expenditure, plans have been put in place to address the situation. The Trust aims to minimise its management overheads as far as possible with overheads representing 8.75% of fee income at the year end. Each department across the Trust is set a budget for the year. The actual results are discussed with the department heads on a quarterly basis which has continued to promote a sense of ownership for the managers and a focus on cost savings where appropriate.

Investment policy

Due to the uncertainty within the investment market the Trustees of Parkhaven agreed to realise all investments held by the fund manager in August 2008. These funds have remained on term deposit thereafter and will continue to do so as an anticipated capital investment into a new £1.8m Dementia Centre is expected during 2010/11. The updated investment policy as agreed by Trustees in March 2009 is as follows:

The investment policy of Parkhaven Trust during these uncertain times is to minimise risk and maintain liquidity.

Funds are to be diversified across banking institutions on short to medium term deposits, which can be easily accessed. Interest rates will be reviewed monthly to ensure to most competitive rates are sourced.

Trustees will be briefed on the status of investment values and interest rates on a quarterly basis or more frequently if significant changes arise.

PARKHAVEN TRUST

Report of the Trustees (continued) For the year ended 31st March 2011

Plans for future periods

During 2009/10 Trustees agreed a strategy which took into account where the Trust is currently placed, the new national policy initiatives, the changed economic climate and the wider local context. The proposed strategy went to consultation with service users, their carers, Parkhaven's staff, our purchasers and other stakeholders including local councillors to ensure the strategy took into account all of their wishes as far as possible. In all, approximately 75 copies of the strategy were sent out.

In February 2010 the strategy for 2009 to 2014 of CHOICES was adopted, and the acronym describes the different facets of the Trusts' new strategy. The seven strands of the strategy comprise:

- Choice and control
- Homes
- Opportunities
- Innovation
- Competence
- Excellence
- Sustainability

This strategy will continue to guide the Trust over the coming five years. All future plans are tested against this strategy and the Trust ensures that it delivers on the objectives agreed. If this is achieved, it will ensure that the Trust is well positioned to provide excellent services in the future and fulfil its charitable purpose and public benefit.

Objectives set for the coming year are mindful of the agreed strategy and build on the work of last year. All staff are involved in the SWOT analysis for their service and are asked about what they think is important to do in the coming year. Objectives are agreed at a corporate and service specific level.

2011/12 will be yet another exciting year for the Trust with the opening of the new Dementia centre which should make a real difference to the lives of people with dementia and their carer's. The Trust will also be investing in the cricket pavilion building which will support the Haven project. The Growing Patches have been much awaited by the local community and should be completed in the coming months. This will enhance the relationship with the local community, as will the growth of the volunteer programme.

Summary

The primary aim of the Trust is to ensure that all service users enjoy excellent care in a comfortable, safe and secure environment, including the beautiful grounds in which Parkhaven is set. The Trust is determined to build on the history and sustainability that it has demonstrated for more than a century. Those that set up the charity showed foresight and generosity in establishing the Trust. It now serves different but no less important functions in affording domiciliary, day and residential care for people with a range of needs. The Trustees are keen that the Trust continues to demonstrate a real commitment to providing excellent and innovative services that meet the needs of those that require services now and in the future.

The success of our organisation is as a consequence of the commitment and dedication of our staff. The Board of Trustees and senior management team want to reiterate our thanks to them.

Risk policy

At all the times the Trust is aware of the need to minimise the risk that it faces. Risks and the risk register is reviewed six monthly by the Trust Board and is used to inform the work of the coming year.

Reserves policy

The reserves policy was reviewed during the year. It states:

The free reserves of Parkhaven Trust should be sufficient to cover any anticipated deficit, identified in the budget forecast and cover the costs of closure of one home or service at a time.

This should be reviewed annually and should be considered in conjunction with the risk register.

PARKHAVEN TRUST

Report of the Trustees (continued) For the year ended 31st March 2011

Reserves policy

The policy takes into account the anticipated financial shortfalls that could arise on a worst case scenario over the coming 3 to 4 years, based on the forecasting process which is undertaken annually. This would enable the current activities to continue in the short to medium term should funding drop significantly. Although it is not anticipated any of the services would need to be closed presently, the policy includes a provision for the cost of closure of one home or service at a time. Departmental results are reviewed quarterly for all services, and this would highlight any services that were not balancing income with expenditure. Actions would be taken to address continued deficits hence, the policy acknowledges the diverse activities of the Trust and the expectation that not all services would need to be closed or would fail at the same time.

At the year end, the Trust had reserves of £1,656,487. Based on the reserves policy the Trust requires £374,557. The balance of funds of £1,281,930 are to be applied to the costs of the new Dementia centre. Hence, the Trust is currently working within its reserves policy.

Trustees

The Trustees who served during the period are detailed on page 1. Three new Trustees, were formally appointed during the year including Dr Dave Anderson and Mr Seth Croft (September 2010) and Mr Jim Bolton (February 2011).

Mrs S Bradley retired on 20th September 2010 in line with her term of office.

The tenure for the chairman, Mr David Woods came to an end on 20th September 2010 and Mr Nick Avery then took on this role.

Trustee appointment, induction and training

Trustees are appointed for a fixed tenure with the possibility of renewal. The new Trustees were appointed following an open recruitment process which comprised advertising in the local papers and interviews. The Trust was keen to try widen the net for recruitment and to ensure an appropriate skills' mix.

All new Trustees receive an induction pack and programme. The pack comprise the Memorandum & Articles of Association, Trustee job description and person specification, most recent annual accounts, most recent Trust Board papers, organisation chart, list of homes and managers, internal telephone list, delegated financial authority, Chief Executive's job description, Trustee contact details, Parkhaven literature and Trustee declaration. The induction programme includes a meeting with the CEO and visits to all the Trusts' services. All Trustees have an enhanced CRB check.

Every service within the Trust is visited by a Trustee on a monthly basis. Reports are then completed and forwarded to the Care Quality Commission inspection as necessary.

Auditors

Mitchell Charlesworth are willing to continue in office and a resolution for their reappointment will be proposed at the forthcoming Annual General Meeting.

By Order of the Board

**C Winstanley
Secretary**

**Liverpool Road South
Maghull
Merseyside
L31 8BR**

19th September 2011

PARKHAVEN TRUST

Statement of Trustees' Responsibilities For the year ended 31st March 2011

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

Company law requires the trustees to prepare accounts for each financial year which give a true and fair view of the charitable company's financial activities during the year and of its financial position at the end of the year.

In preparing these accounts, the trustees are required to:

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

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the accounts comply with the Companies Act 2006. The trustees 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.

In so far as the trustees are aware:-

- there is no relevant audit information of which the charitable company's auditor is unaware, and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant information, and to establish that the auditors are aware of that information.

Mitchell Charlesworth

Chartered Accountants

5 Temple Square · Temple Street · Liverpool · L2 5RH

PARKHAVEN TRUST

Independent Auditor's Report to the Members of Parkhaven Trust

for the year ended 31st March 2011

We have audited the accounts of Parkhaven Trust for the year ended 31st March 2011 which are set out on pages 11 to 24 and have been prepared under the historical cost convention and the accounting policies set out on pages 15 and 16. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of the Trustees and Auditor

As explained more fully in the Trustees' Responsibilities Statement set out on page 7, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the accounts and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for Auditors.

Scope of the audit of the accounts

An audit involves obtaining evidence about the amounts and disclosures in the accounts sufficient to give reasonable assurance that the accounts are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the accounts. In addition, we read all the financial and non-financial information in the Trustees' Annual Report to identify material inconsistencies with the audited accounts. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on accounts

In our opinion the accounts:

- give a true and fair view of the state of the charitable company's affairs as at 31st March 2011, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Mitchell Charlesworth

Chartered Accountants

5 Temple Square . Temple Street . Liverpool L2 5RH

PARKHAVEN TRUST

Independent Auditor's Report to the Members of Parkhaven Trust

for the year ended 31st March 2011 (continued)

Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Trustees' Annual Report for the financial year for which the accounts are prepared is consistent with the accounts.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the accounts are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Mr P L Griffiths FCA
Senior Statutory Auditor

On behalf of Mitchell Charlesworth
Statutory Auditors

21st September 2011

PARKHAVEN TRUST

Statement of Financial Activities For the year ended 31st March 2011

	Notes	Unrestricted Funds £	Restricted Funds £	2011 Total £	2010 Total £
Incoming resources					
Incoming resources from generated funds:					
Voluntary income	2	130,581	-	130,581	57,613
Investment income	3	74,770	-	74,770	90,443
Incoming resources from charitable activities					
	4	3,661,289	175,000	3,836,289	3,708,856
Other incoming resources	5	<u>346,726</u>	<u>-</u>	<u>346,726</u>	<u>322,707</u>
Total incoming resources		<u>4,213,366</u>	<u>175,000</u>	<u>4,388,366</u>	<u>4,179,619</u>
Resources expended					
Charitable activities	6	3,558,295	25,931	3,584,226	3,618,678
Governance costs	7	11,318	-	11,318	10,104
Other resources expended	8	<u>1,124,769</u>	<u>31,115</u>	<u>1,155,884</u>	<u>-</u>
Total resources expended		<u>4,694,382</u>	<u>57,046</u>	<u>4,751,428</u>	<u>3,628,782</u>
Net (outgoing)/incoming resources for the year	9	(481,016)	117,954	(363,062)	550,837
Other recognised gains and losses:					
Actuarial gain/(loss) on defined benefit pension scheme	18	<u>85,298</u>	<u>-</u>	<u>85,298</u>	<u>(316,103)</u>
Net movement in funds for the year		(395,718)	117,954	(277,764)	234,734
Total funds brought forward		<u>7,139,531</u>	<u>57,046</u>	<u>7,196,577</u>	<u>6,961,843</u>
Total funds carried forward		<u><u>6,743,813</u></u>	<u><u>175,000</u></u>	<u><u>6,918,813</u></u>	<u><u>7,196,577</u></u>

The notes on pages 15 to 24 form part of these accounts.

PARKHAVEN TRUST

Income and Expenditure Account For the year ended 31st March 2011

	2011 £	2010 £
Gross operating income	4,313,596	3,779,649
Total expenditure	<u>3,595,544</u>	<u>3,628,782</u>
Operating surplus for the year	718,052	150,867
Exceptional item:		
(Deficit)/surplus on disposal of property	(1,155,884)	<u>309,527</u>
(Deficit)/surplus for the year before investment income	(437,832)	460,394
Investment income	<u>74,770</u>	<u>90,443</u>
(Deficit)/surplus for the year	<u>(363,062)</u>	<u>550,837</u>

Statement of Total Recognised Gains and Losses For the year ended 31st March 2011

	2011 £	2010 £
(Deficit)/surplus for the year	(363,062)	550,837
Actuarial gain/(loss) on defined benefit pension scheme	<u>85,298</u>	<u>(316,103)</u>
Total recognised gains and losses since last Annual Report	<u>(277,764)</u>	<u>234,734</u>

The notes on pages 15 to 24 form part of these accounts.

PARKHAVEN TRUST

Balance Sheet As at 31st March 2011

	Notes	2011		2010	
		£	£	£	£
Fixed assets					
Tangible assets	12		5,262,324		6,553,372
Investments	13		<u>2</u>		<u>2</u>
			5,262,326		6,553,374
Current assets					
Debtors	14	289,022		216,326	
Cash at bank and in hand		<u>1,810,099</u>		<u>1,180,955</u>	
		2,099,121		1,397,281	
Creditors: Amounts falling due within one year	15	<u>(442,634)</u>		<u>(320,770)</u>	
Net current assets			<u>1,656,487</u>		<u>1,076,511</u>
Total assets less current liabilities			6,918,813		7,629,885
Defined benefit pension scheme liability	18		<u>-</u>		<u>(433,308)</u>
Net assets including pension liability			<u>6,918,813</u>		<u>7,196,577</u>
Funds					
Restricted funds	16				
Income			175,000		57,046
Unrestricted funds					
Income			6,743,813		7,572,839
Pension reserve	18		<u>-</u>		<u>(433,308)</u>
Total funds	17		<u>6,918,813</u>		<u>7,196,577</u>

The accounts on pages 11 to 24 were approved by the Trustees and authorised for issue on 19th September 2011 and signed on its behalf by:

Mr N Avery
Trustee

Company Registration Number: 361505

The notes on pages 15 to 24 form part of these accounts

PARKHAVEN TRUST

Cash Flow Statement

For the year ended 31st March 2011

	Notes	2011		2010	
		£	£	£	£
Net cash inflow from operating activities	20		475,534		164,882
Returns on investments and servicing of finance					
Investment income			74,770		90,443
Capital expenditure and financial investment					
Payments to acquire tangible fixed assets		(352,325)		(62,998)	
Payments to acquire investments		-		-	
Receipts from sales of tangible fixed assets		431,165		329,000	
Receipts from sales of investments		<u>-</u>		<u>-</u>	
Net cash inflow from capital expenditure and financial investment			<u>78,840</u>		<u>266,002</u>
Increase in cash	22		<u>629,144</u>		<u>521,327</u>

The notes on pages 15 to 24 form part of these accounts

PARKHAVEN TRUST

Notes to the Accounts

For the year ended 31st March 2011

1. Accounting policies

Accounting basis

The accounts are prepared under the historical cost convention and in accordance with applicable accounting standards and the Companies Act 2006. The accounts are prepared in accordance with the Statement of Recommended Practice, "Accounting and Reporting by Charities (SORP 2005)".

Incoming resources

Voluntary income including donations, gifts, legacies and grants are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability. Such income is only deferred when:

- the donor specifies that the grant or donation must only be used in future accounting years; or
- the donor has imposed conditions which must be met before the charity has unconditional entitlement.

Income from charitable activity incorporating care fees is accounted for when earned. Income received in advance is deferred until entitlement to the income has passed.

Investment income is accounted for on a receivable basis.

Resources expended

Expenditure is recognised when a liability is incurred.

- Charitable activities include expenditure associated with the operation and management of residential accommodation and welfare support services.
- Governance costs include those incurred in the governance of the charity and its assets and are primarily associated with constitutional and statutory requirements.
- Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources.

Irrecoverable VAT

All resources expended are classified under activity headings that aggregate all costs related to the category. Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

Funds

Unrestricted funds include donations and other incoming resources receivable or generated for the furtherance of the charity's objects without further specified purpose and are available as general funds.

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets the criteria is charged to the fund.

Tangible fixed assets and depreciation

Tangible fixed assets are for use by the charity in fulfilling its main charitable objects. They are stated at cost less depreciation. Individual assets are capitalised in the balance sheet where their cost exceeds £1,000. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Plant and equipment	20-33% per annum
Motor vehicles	20% per annum

Depreciation is not provided on freehold land and buildings as they are maintained to a high standard and have such a long expected useful life that any depreciation charge is not considered material.

Investment in subsidiary

Fixed asset investment in subsidiary is stated at net recorded value.

PARKHAVEN TRUST

Notes to the Accounts

For the year ended 31st March 2011

1. Accounting policies (Continued)

Financial instruments

Financial instruments are classified and accounted for, according to the substance of the contractual arrangement, as financial assets, financial liabilities or equity instruments. An equity instrument is any contract that evidences a residual interest in assets of the company after deducting all of its liabilities.

Pension costs

Contributions in respect of defined contribution pension schemes are charged to the Statement of Financial Activities when they become payable. Contributions in respect of the defined benefit pension scheme are set out and agreed by the scheme actuary. The cost of providing defined benefit pensions is charged to the Statement of Financial Activities over the years benefiting from the services of employees.

2. Voluntary income	2011 £	2010 £
Donations and gifts	5,949	4,313
Legacies	<u>124,632</u>	<u>53,300</u>
	130,581	57,613
	<u> </u>	<u> </u>

Included within the legacies for the year is £45,000, £23,333 and £48,598 from the Estates of the late H Wilan, M Baker and M Goodwin that will be used to help fund the building of the new Dementia Centre.

3. Investment income	2011 £	2010 £
Income from UK unit trusts and common investment funds	-	-
Bank interest receivable	17,686	17,707
Rents receivable	<u>57,084</u>	<u>72,736</u>
	74,770	90,443
	<u> </u>	<u> </u>

4. Incoming resources from charitable activities	2011 £	2010 £
Care fees		
Charged in the year	3,656,248	3,648,947
Opening deferred income	18,507	27,001
Closing deferred income	<u>(13,466)</u>	<u>(18,507)</u>
	3,661,289	3,657,441
	<u> </u>	<u> </u>
PCT Pathway		
Grant received	-	3,915
	<u> </u>	<u> </u>
Grants received		
Garfield Weston	50,000	-
Henry Smith	-	47,500
Dunhill Medical Centre	85,000	-
Clothworkers Foundation	<u>40,000</u>	<u>-</u>
	175,000	47,500
	<u> </u>	<u> </u>
	3,836,289	3,708,856
	<u> </u>	<u> </u>

PARKHAVEN TRUST

Notes to the Accounts

For the year ended 31st March 2011

5. Other incoming resources				2011	2010
				£	£
Repayment from Prudential re pension scheme annuities adjustment				317,180	-
Surplus on disposal of property				-	309,527
United Utilities compensation				-	10,000
Other income				<u>29,546</u>	<u>3,180</u>
				346,726	322,707
				=====	=====
6. Charitable expenditure	Staff costs	Other	Depreciation	2011	2010
	£	£	£	£	£
Residential and nursing accommodation and welfare	2,607,314	598,911	37,305	3,243,530	3,284,367
Support costs	<u>248,557</u>	<u>73,124</u>	<u>19,015</u>	<u>340,696</u>	<u>334,311</u>
	2,855,871	672,035	56,320	3,584,226	3,618,678
	=====	=====	=====	=====	=====
7. Governance costs				2011	2010
				£	£
Audit fees				6,433	5,900
Trustees indemnity insurance				2,535	2,512
Pension scheme advisory				<u>2,350</u>	<u>1,692</u>
				11,318	10,104
				=====	=====
8. Other resources expended				2011	2010
				£	£
Loss on disposal of properties				<u>1,155,884</u>	-
				=====	=====
9. Net outgoing resources				2011	2010
				£	£
This is stated after charging/(crediting):					
Depreciation				56,324	62,346
(Deficit)/surplus on disposal of tangible fixed assets				(1,155,884)	309,527
Auditors' remuneration				6,433	5,900
Operating lease rentals				2,697	2,054

10. Trustees

None of the trustees (or any persons connected with them) received any remuneration from the charitable company during the year.

PARKHAVEN TRUST

Notes to the Accounts

For the year ended 31st March 2011

11. Employees

Number of employees

The average monthly number of employees during the year was:

	2011	2010
	Number	Number
Care services and ancillary services	172	169
Support staff	<u>6</u>	<u>6</u>
	178	175
	=====	=====

Employment costs

	2011	2010
	£	£
Wages and salaries	2,522,674	2,498,769
Social security costs	189,038	188,209
Other pension costs	<u>144,159</u>	<u>93,702</u>
	2,855,871	2,780,680
	=====	=====

The number of employees whose annual emoluments were £60,000 or more were:

	Number	Number
£80,001 - £90,000	<u>1</u>	<u>1</u>
	=====	=====

12. Tangible fixed assets	Land and buildings	Plant and equipment	Motor Vehicles	Total
	£	£	£	£
Cost				
At 1st April 2010	6,424,712	421,845	57,796	6,904,353
Additions	336,510	15,815	-	352,325
Disposals	<u>(1,586,456)</u>	<u>(65,682)</u>	<u>-</u>	<u>(1,652,138)</u>
At 31st March 2011	<u>5,174,766</u>	<u>371,978</u>	<u>57,796</u>	<u>5,604,540</u>
	=====	=====	=====	=====
Depreciation				
At 1st April 2010	-	310,983	39,998	350,981
Charge for the year	-	47,134	9,190	56,324
Released on disposals	<u>-</u>	<u>(65,089)</u>	<u>-</u>	<u>(65,089)</u>
At 31st March 2011	<u>-</u>	<u>293,028</u>	<u>49,188</u>	<u>342,216</u>
	=====	=====	=====	=====
Net book value				
At 31st March 2011	<u>5,174,766</u>	<u>78,950</u>	<u>8,608</u>	<u>5,262,324</u>
	=====	=====	=====	=====
At 31st March 2010	<u>6,424,712</u>	<u>110,862</u>	<u>17,798</u>	<u>6,553,372</u>
	=====	=====	=====	=====

PARKHAVEN TRUST

Notes to the Accounts

For the year ended 31st March 2011

13. Fixed asset investments

Subsidiary undertaking

The company owns the whole of the issued ordinary share capital of The Maghull Homes Limited, a company incorporated in England and Wales. The company has not traded during the year and its share capital and reserves at 31st March 2011 amounted to £2.

14. Debtors	2011	2010
	£	£
Trade debtors	90,891	43,263
Accrued income	136,349	98,673
Prepayments	58,527	73,825
Other debtors	<u>3,255</u>	<u>565</u>
	289,022	216,326
	<u> </u>	<u> </u>
15. Creditors: Amounts falling due within one year	2011	2010
	£	£
Trade creditors	155,593	86,387
Payments on account	14,741	17,013
Taxes and social security costs	46,870	47,725
Accruals	207,201	155,877
Other creditors	<u>18,229</u>	<u>13,768</u>
	442,634	320,770
	<u> </u>	<u> </u>
16. Restricted funds		

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:-

	Balance at 1st April 2010 £	Incoming resources £	Resources expended £	Investments gains/losses £	Transfers between funds £	Balance at 31st March 2011 £
Bartlett Trust	31,115	-	(31,115)	-	-	-
Henry Smith Charity	25,931	-	(25,931)	-	-	-
Garfield Weston	-	50,000	-	-	-	50,000
Dunhill Medical Centre Clothworkers Foundation	-	85,000	-	-	-	85,000
	<u> </u>	<u>40,000</u>	<u> </u>	<u> </u>	<u> </u>	<u>40,000</u>
	57,046	175,000	(57,046)	-	-	175,000
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>

Bartlett Trust – Founded by the will of Thomas Bartlett, this charity with its own separate trusts, provided funds for the construction of Bartlett House. As the building was no longer fit for purpose, it has been demolished to make way for the new Dementia Centre. The fund has therefore been released in the Statement of Financial Activities.

Henry Smith Charity – Has provided a revenue grant towards the salaries and on costs of two Horticultural Therapists.

The Garfield Weston, Dunhill Medical Centre and Clothworkers Foundation grants are all to support the cost of building the new Dementia Centre.

PARKHAVEN TRUST

Notes to the Accounts

For the year ended 31st March 2011

17. Analysis of net assets between funds	Unrestricted funds £	Restricted funds £	Total £
Fund balances at 31st March 2011 are represented by:			
Tangible fixed assets	5,087,326	175,000	5,262,326
Current assets	2,099,121	-	2,099,121
Creditors: Amounts falling due within one year	(442,634)	-	(442,634)
Pension scheme liability	-	-	-
	<u>6,743,813</u>	<u>175,000</u>	<u>6,918,813</u>

18. Pension costs

The charity operates a defined benefit scheme and a defined contribution scheme for its employees.

Defined benefits scheme

Parkhaven Trust Staff Pension & Life Assurance Scheme has been closed to new entrants since 31st August 2005 and has operated as a closed fund since 30th April 2006.

Contributions continue to be paid by the company in accordance with the advice of the scheme actuary. The most recent actuarial valuation was at 31st March 2008. The pension cost is assessed in accordance with the independent qualified actuary using the projected unit method on the basis of an annual valuation and charged to the Statement of Financial Activities as described below.

A full actuarial valuation of the scheme was undertaken as at 31st March 2008 for the purposes of assessing the financial position of the scheme. The actuarial valuation has been updated at 31st March 2011 by a qualified actuary using revised assumptions that are consistent with the requirements of FRS17.

	2011	2010	2009
Expected return on assets	5.60%	5.61%	6.71%
Discount rate	5.50%	5.50%	6.69%
Rate of salary increases	0.00%	0.00%	0.00%
Rate of inflation	3.50%	3.80%	2.67%
Pension increases (RPI max 5.0%)	3.20%	3.40%	2.61%
Pension increases (RPI max 5.0%, min 3.0%)	3.80%	3.90%	0.00%

PARKHAVEN TRUST

Notes to the Accounts

For the year ended 31st March 2011

18. Pension costs (Continued)

Value of assets and liabilities of the scheme

	2011		2010		2009	
	Fair value £	Expected rate of return	Fair value £	Expected rate of return	Fair value £	Expected rate of return
Equities and property	839,884	7.51%	782,163	7.51%	810,626	7.26%
Government stock	-	4.51%	-	4.51%	-	3.76%
Corporate bonds	704,365	5.50%	613,889	5.01%	361,664	6.69%
Cash	222,636	0.50%	193,412	0.50%	74,827	1.00%
Repayment from Prudential re pension scheme annuities adjustment	317,180	0.50%	-	0.00%	-	0.00%
Annuities	<u>870,513</u>	<u>5.50%</u>	<u>1,093,494</u>	<u>5.50%</u>	<u>968,504</u>	<u>6.69%</u>
	2,954,578	5.60%	2,682,958	5.61%	2,215,621	6.71%
Present value of scheme liabilities	<u>(2,861,961)</u>		<u>(3,116,266)</u>		<u>(2,386,769)</u>	
Surplus/(Liability) in the scheme	92,617		(433,308)		(171,148)	
Irrecoverable surplus	<u>(92,617)</u>		<u>-</u>		<u>-</u>	
Recognised pension asset/(liability)	-		(433,308)		(171,148)	
Analysis of the amount charged to net incoming resources			2011		2010	
			£		£	
Administrative expenses and PPF levy			<u>4,628</u>		<u>26,463</u>	
Total operating charge			<u>4,628</u>		<u>26,463</u>	

PARKHAVEN TRUST

Notes to the Accounts

For the year ended 31st March 2011

18. Pension costs (Continued)

Analysis of the amount credited as other financial income	2011 Fair Value £	2010 Fair Value £
Expected return on pension assets	(141,869)	(144,720)
Interest on pension scheme liabilities	<u>168,414</u>	<u>153,650</u>
Net charge	26,545	8,930
	<hr/> <hr/>	<hr/> <hr/>
Analysis of the actuarial gain recognised in the Statement of Total Recognised Gains and Losses	2011 £	2010 £
Actual return less expected return on pension scheme assets	125,024	439,865
Experience gains and losses arising on the scheme liabilities	52,891	(736,777)
Adjustment to liabilities following review of benefit structure	-	(19,191)
Restriction due to irrecoverable surplus	<u>(92,617)</u>	<u>-</u>
Actuarial loss recognised in Statement of Total Recognised Gains and Losses	85,298	(316,103)
	<hr/> <hr/>	<hr/> <hr/>
Movement in liabilities during the year	2011 £	2010 £
Liabilities at beginning of period	(3,116,266)	(2,386,769)
Inclusion of liabilities matched by annuities	-	-
Adjustment to liabilities following legal review of benefit structure	-	(19,191)
Interest cost	(168,415)	(153,650)
Reduction in insured pension amount and future increases	261,464	-
Benefits paid	108,364	180,121
Actuarial gains and losses on the scheme liabilities	<u>52,892</u>	<u>(736,777)</u>
Liabilities at end of period	(2,861,961)	(3,116,266)
	<hr/> <hr/>	<hr/> <hr/>
Movement in assets during the year	2011 £	2010 £
Assets at beginning of period	2,682,958	2,215,621
Inclusion of annuity assets	-	-
Expected return on scheme assets	141,868	144,720
Employer contributions	62,004	89,336
Reduction in calculated value of annuities	(261,464)	-
Benefits paid	(108,364)	(180,121)
Administrative expenses and PPF levy	(4,628)	(26,463)
Repayment from Prudential re pension scheme annuities adjustment	317,180	-
Actual return in excess of expected	<u>125,024</u>	<u>439,865</u>
Assets at end of period	2,954,578	2,682,958
	<hr/> <hr/>	<hr/> <hr/>

PARKHAVEN TRUST

Notes to the Accounts

For the year ended 31st March 2011

18. Pension costs (Continued)

	2011	2010
	£	£
History of experience gains and losses		
Experience adjustments on the scheme assets:		
Amount	125,024	439,865
Percentage of scheme assets	4%	16%
Experience adjustments on the scheme liabilities:		
Amount	52,891	(736,777)
Percentage of scheme assets	2%	(27%)
Total recognised in STRGL:		
Amount	85,298	(296,912)
Percentage of scheme assets	3%	(11%)

Defined contribution scheme

The pension cost charged in the Statement of Financial Activities for the defined contribution scheme was £55,939 (2010 £58,309) with £5,130 (2010 - £4,835) outstanding at the year end.

19. Commitments under operating leases

At 31st March 2011 the company had annual commitments under non-cancellable operating leases as set out below.

	2011		2010	
	Land & Buildings	Other Items	Land & Buildings	Other items
	£	£	£	£
Operating leases which expire:				
Within 2 to 5 years	-	1,152	-	5,176
Over 5 years	-	959	-	-
	=====	=====	=====	=====

20. Capital commitments

The company had capital commitments at 31st March 2011 totalling £1,692,844 relating to the building of a new Dementia Centre (2010 £Nil).

21. Net cash inflow from operating activities

	2011	2010
	£	£
Reconciliation to changes in resources		
Changes in resources before revaluations	(277,764)	550,837
Investment income	(74,770)	(90,443)
Depreciation of tangible fixed assets	56,324	62,346
Deficit/(Surplus) on disposal of tangible fixed assets	1,155,884	(309,527)
(Increase)/Decrease in debtors	(72,696)	68,533
Increase /(Decrease) in creditors	121,864	(62,921)
Change to pension scheme liability	(433,308)	(53,943)
Net cash inflow from operating activities	475,534	164,882
	=====	=====

PARKHAVEN TRUST

Notes to the Accounts

For the year ended 31st March 2011

22. Reconciliation of net cash flow to movement in net funds	2011	2010
	£	£
Increase in cash	629,144	521,327
Net funds at 1st April 2010	<u>1,180,955</u>	<u>659,628</u>
Net funds at 31st March 2011	<u>1,810,099</u>	<u>1,180,955</u>

23. Analysis of net cash balances

	At 1st April 2010	Cash flow	At 31st March 2011
	£	£	£
Cash at bank and in hand	1,180,955	629,144	1,810,099
	<u> </u>	<u> </u>	<u> </u>

24. Related party

There were no disclosable transactions during the year.

In the opinion of the trustees there is no ultimate controlling party.