



Gospel Standard Bethesda Fund

Founded 1944

73rd ANNUAL REPORT

for the year ended

31 DECEMBER 2017

See separate booklet for Financial Statements for year ended 31 December 2017

Gospel Standard Bethesda Fund

Annual General Meeting

Notice is hereby given that the
11th Annual General Meeting
will be held, if the Lord will, at
Clifton Chapel, Broad Street, Clifton, Shefford, Beds. SG17 5RJ
on Friday, 13 April 2018 at 1:45 p.m.

Agenda

1. Chairman to open the meeting.
2. To consider and approve the minutes of the AGM held on 7 April 2017.
3. General Manager to introduce the Annual Report and Financial Statements for the year ended 31 December 2017.
4. To approve and adopt the Annual Report and Financial Statements for the year ended 31 December 2017.
5. General Manager to announce the result of the ballot for re-election of members of the Bethesda Fund Committee.

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REFERENCE AND ADMINISTRATIVE INFORMATION

Name of Charity: Gospel Standard Bethesda Fund
Charity Number: 209376

Trustees serving during the financial year and since the year end:
(Also known as the Bethesda Fund Committee)

Mr. H. Mercer (Chairman)	Mr. A. Rayner
Mr. M.D. Ridout (Vice-Chairman)	Mr. T.H.W. Scott
Mr. M.G. Bailey	Mr. R.G. Wells (Retired 03/01/18)
Mr. A.J. Collins	Mr. M.O. Wiltshire
Mr. S.B. Cottingham	

Custodian Trustee: The Gospel Standard Trust,
50 Broadway, Westminster, London SW1H 0BL

General Manager: Mr. A.J.H. Topping

Address of the Principal Office of the Charity
Bethesda General Office
12(b) Roundwood Lane
Harpenden, Herts.
AL5 3BZ
Telephone: 01582 460522 Fax: 01582 460790
Email: adriantopping@gsbf.uk

Connected Charity

The Piggott Charity is a “connected Charity” under the control of the Trustees of the Gospel Standard Bethesda Fund. It exists to help residents of the Bethesda Homes who are in financial need to pay the cost of their care. During the year a general grant of £9,000 was received from The Piggott Charity. Further information can be obtained from the General Manager.

Auditors: Mazars LLP, Times House, Throwley Way, Sutton, Surrey,
SM1 4JQ

Bankers: Lloyds Bank plc, 60 George Street, Luton, LU1 2BB

Solicitors: Bircham Dyson Bell LLP, 50 Broadway, Westminster,
London, SW1H 0BL

TRUSTEES' REPORT FOR 2017

Introduction

Once again, we have pleasure in presenting to our subscribers, friends and supporters the annual report.

As in previous years, the year 2017 has again been one of reflection and deep concern for the Bethesda Fund Committee as there continues to be much to consider and pray about. The many challenges facing the Charity including the changing needs of the people who use our service, ageing properties and ever increasing financial pressures tend to negate every measure taken to maintain financial efficiency. The Committee, however, continues to seek solutions to these issues.

Objective of Charity

The purpose of the Gospel Standard Bethesda Fund is to provide accommodation and personal care and support to adults aged 65+ who are members of Gospel Standard Strict and Particular Baptist chapels, or who regularly attend Gospel Standard chapels.

How this objective is met

This service is provided to people with a wide range of personal care needs, including those living with dementia and those with nursing needs who can be treated in our homes by community/district nurses. The types of service offered are; permanent residency, short stays for breaks or respite care and day care. In every case a detailed care plan is prepared with the resident to ensure that a personalised service suitable to their needs is provided. This is then regularly reviewed to ensure that changing requirements are met.

The Gospel Standard Bethesda Fund was set up in 1944 with the specific purpose of providing a Christian Home for the elderly and infirm from the Gospel Standard group of Churches. The manner and method of the provision of this accommodation and care is therefore designed to reflect the need to provide a spiritual as well as homelike atmosphere for likeminded people. In line with this ethos the life of the Bethesda Homes centres around daily Bible reading and prayer, chapel services which can be attended in person or listened to via the relay into the Homes, and the prayer meetings and hymn signing evenings organised in the Homes.

The three Bethesda Homes are rooted in the communities from which the people using our services come. This means that people coming into our Homes will often be living among lifelong friends and, in many cases, relatives as well. The management and staff of the homes (some of whom are also from the same

background) are supported by volunteers drawn from local Gospel Standard chapels. This means that those living in the homes can remain in contact with the people they knew before moving in.

It is also expected that the words, actions and conduct of all residents and staff will be consistent with Christian principles to ensure a pleasant place to live and work.

The Committee regularly reassesses the services provided in order to ensure that the changing needs of the beneficiaries of the Charity continue to be met.

Governing Document

The Gospel Standard Bethesda Fund is an unincorporated association, first registered as a Charity in 1944. It now operates under a Charity Commission scheme which came into effect on 15 June 1999, amended by resolution on 6 January 2003 and 5 October 2007. The scheme is a fully regulating scheme which replaces the former trusts of the Charity.

Constitution and Organisational Structure

Under the scheme as amended, the Committee appoints members to the Bethesda Fund Committee, and new appointees submit to election by the subscribers at the next Annual General Meeting following the appointment. Members of the Committee offer themselves for re-election each year at the Annual General Meeting. In this way the subscribers have the power to re-elect individually every Committee member once every three years.

The members of the Bethesda Fund Committee are the Trustees of the Charity, and with them rests the overall responsibility for running and administering the Charity. The Charity Commission scheme provides for the appointment of a minimum of six committee members up to a maximum of twelve; there are currently eight members following the retirement of Mr. Richard Wells.

The Committee seeks to appoint new members who offer relevant skills and experience in the financial, accounting, managerial or business spheres. On appointment, they are introduced to the duties and responsibilities of membership of the Committee and are encouraged to attend relevant courses offering appropriate training such as 'Safeguarding Adults at Risk'.

The General Manager has the responsibility for ensuring that the Bethesda Homes are managed effectively and in accordance with legal and regulatory requirements.

Each of the Bethesda Homes is run by a Home Manager and a Deputy Home Manager, who are assisted by administrative staff.

Public Benefit

As a charitable organisation, Bethesda is required to demonstrate that there is an identifiable benefit to a section of the general public as a direct result of its activities in pursuit of its charitable aims. To that end the Charity's Trustees have complied with the duty in section 17 of the Charities Act 2011 to have due regard to Public Benefit guidance published by the Charity Commission.

Reserves Policy

The Charity has a reserves policy which is reviewed at least annually by the Trustees.

We consider reserves as that part of our general funds which do not need to be spent immediately and which are not committed or designated. They are the resources we have or can make available to spend on any of our objectives once we have met our known commitments and covered any other planned expenditure.

The Trustees consider that the Charity should endeavour to hold, as a minimum, free reserves amounting to the "Total expenditure" in one year. At this level the Trustees consider that the current activities of the Charity would be able to continue in the event of a significant drop in funding.

The free reserves at the year end amount to £2,468,412. This is 34.1% more than the total expenditure for the year of £1,840,573. There is no contractual commitment to expenditure for planned works in 2018.

Going Concern

The Financial Statements (shown in a separate booklet) have been prepared on a going concern basis. The trustees assess whether the use of this basis is appropriate and have identified no material uncertainties relating to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The trustees make this assessment in respect of a period of 12 months from the date of approval of the Financial Statements.

Financial review

As last year, the full Financial Statements have been published in a separate booklet.

The Statement of Financial Activities shows that total income was £1,878,094 compared with £1,656,381 in the previous year. The increase is due to higher income from resident's fees and from legacies. Investment income has continued to fall in line with lower interest rates generally. Donations and chapel collections are down by £6,204 compared with the previous year. We remain truly thankful to our congregations and personal supporters for the regular giving to Bethesda.

Ten legacies were received during the year amounting to £266,101. This is a higher figure than the previous year when the total was £168,413. Income from resident's fees was £1,469,910 compared with £1,325,698 in 2016 due to a range of factors including higher occupancy. Subsidies paid to meet shortfalls in funding by Social Services amounted to £55,089 (2016: £64,751) which was matched by a transfer from the designated fund specifically set up to assist residents who are unable to meet the full cost of the fees. The shortfalls in funding have also been helped by a grant of £9,000 (2016: £9,750) from our connected charity, The Piggott Charity. We received one chapel collection for this charity last year. Assistance towards the fees of short-stay residents amounted to £1,175 (2016: £4,045) and this was provided from a restricted fund.

Employment costs have increased from £1,299,071 in 2016 to £1,345,085 in the current year. As actual staffing levels are stable and there has been minimal use of agency staff during the year this increase is due to the introduction of the National Living Wage which affected us for the first time in 2017. Further information on employment costs can be found in Note 13 to the Financial Statements.

The cost of repairs and renewals at the three Bethesda homes remains high at £114,725, an increase on the previous year when expenditure was £97,133. The expenditure on building maintenance is in line with the charity's policy on maintaining its properties in good condition and meeting all safety and registration requirements. Occasionally, heavy and unexpected repairs can suddenly become necessary.

During the year, capital expenditure was incurred in the provision of garden patios at the Brighton and Harpenden Homes which cost a total of £16,810. In accordance with our accounting policies the cost of this work was capitalised rather than charged to repairs and renewals.

The Bethesda Homes

A summary of the financial results for each of the homes is given below.

	<i>Brighton</i>	<i>Harpenden</i>	<i>Studley</i>	<i>Total</i>
	£	£	£	£
Residents' fees	528,799	612,760	328,351	1,469,910
Other income	20,156	14,359	2,332	36,847
Total income	548,955	627,119	330,683	1,506,757
Employment and agency costs	540,707	453,826	284,866	1,279,399
Depreciation charges	10,361	14,285	6,881	31,527
Hardware, cleaning and laundry	7,247	7,715	3,285	18,247
Insurance	9,004	10,244	4,512	23,760
Motor and travel	1,441	3,255	1,374	6,070
Power	15,996	9,449	9,409	34,854
Provisions	23,547	28,823	13,079	65,449
Registration fees	3,254	3,254	1,628	8,136
Repairs and renewals	52,006	53,242	9,477	114,725
Staff training	3,794	2,616	1,926	8,336
Telephone, relay and internet	2,602	1,359	2,481	6,442
Water services	4,847	4,001	3,545	12,393
Council tax	1,226	2,242	1,024	4,492
Garden expenses	559	10,744	2,930	14,233
Medical Supplies	3,219	1,498	3,358	8,075
Postage and stationary	1,728	2,542	1,157	5,427
Waste collection	3,416	1,720	(7)	5,129
Sundry expenses	5,645	6,406	3,884	15,935
Central office support costs	38,695	43,972	22,866	105,533
Other expenses	1,860	1,006	2,951	5,817
Total expenditure	731,154	662,199	380,626	1,773,979
(Deficit) for year	(£182,199)	(£35,080)	(£49,943)	(£267,222)

The overall deficit in running the three homes of £267,222 is lower than the previous year when the deficit was £350,593.

Occupancy levels have a large bearing on the financial results of running the homes and the slightly increased levels in the Harpenden and Studley Homes have had a positive impact. This contributed to the lower deficit when combined with lower expenditure compared with the previous year. Although it has been pleasing to see an overall increase in occupancy over the last two years, the longer-term trend is still a decline in occupancy when compared to levels of

90% ten years ago. Occupancy levels for this year and the previous four years are shown below:

	2017	2016	2015	2014	2013
Brighton (22 beds)	72%	80%	85%	88%	93%
Harpenden (25 beds)	77%	71%	58%	60%	84%
Studley (13 beds)	81%	72%	66%	63%	66%
Overall	76%	75%	70%	71%	83%

The Bethesda Flatlets

At Harpenden, of the three flatlets, two were occupied for the entire year, and the other was occupied by a member of staff for part of the year. At Redhill, of the six flatlets, only one of these is now occupied by an elderly resident. However, several of the flatlets have been occupied by other people, thus producing additional income. The Harpenden Flatlets show a deficit of £10,082 and the Redhill Flatlets a surplus of £2,821 as shown in the summary below.

	<i>Harpenden</i>	<i>Redhill</i>	<i>Total</i>
	£	£	£
Residents fees	13,313	26,622	39,935
Other income	0	250	250
Total income	13,313	26,872	40,185
Cleaning, windows and waste	263	1,347	1,610
Council tax on unoccupied properties	(496)	50	(446)
Depreciation	4,287	3,325	7,612
Garden maintenance	1,300	1,500	2,800
Insurance	694	1,389	2,083
Power	2,103	2,120	4,223
Repairs and renewals	10,322	4,742	15,064
Central office support costs	4,096	8,192	12,288
Other costs	826	1,386	2,212
Total expenditure	23,395	24,051	47,446
Surplus/(Deficit) for the year	(£10,082)	£2,821	(£7,261)

Overall financial results

Overall, the operating surplus for the year was £37,521 compared to the deficit the previous year of £127,926. Every effort has been made, and will continue to be made, to reduce the running costs of the homes, whilst endeavouring to maintain high standards of care.

The balance of unrestricted funds remains fairly constant, being £3,610,497 at the end of 2016 and £3,617,011 at the end of 2017. Restricted funds increased from £795,767 at the end of 2016 to £826,774 at the end of 2017. As a result, total funds (including properties) increased from £4,406,264 at the end of 2016 to £4,443,785 at the end of 2017. Further details can be found in Notes 21 - 23.

Achievements and Outcome of Activities

Background

The Charity was established in 1944 to provide residential care homes. For many years this provision worked well as the majority of our people using our service had relatively low care needs for most of their time with us. There have of course always been a few people with more complex needs, although these tended to be a minority. However, in recent years there have been substantial changes that have dictated both when and why people come into residential care homes. Foremost among these are that more people own their own homes, along with increased domiciliary healthcare which allow people to remain independent longer.

These factors mean that applicants are now coming into our homes at a more advanced age than used to be the case; the average age of admission is now 87. In addition, people's reasons for coming into a care home appear to have changed. Now it is often because they can no longer manage at home, even with support, and it is very marked that a high proportion of our admissions in the past six years have been straight from hospital or to remove the necessity of a hospital admission. Consequently, people are tending to come into our homes with much more complex care needs than used to be the case. We do of course still have some people come to Bethesda with low care needs, but this has become quite uncommon.

Consultation on the Future of Bethesda

The Bethesda trustees are conscious that the Annual General Meeting does not provide an appropriate opportunity to inform subscribers of all the issues facing Bethesda or to address fully any questions or concerns. As a result, a discussion document was written and circulated to provide subscribers and other interested parties with a background to the issues facing Bethesda and to its future direction. This document set out four possible options for the future of the Homes in the light of the challenges described and sought written comments as to the approach that could be taken.

The Trustees were encouraged by the level and detail of response to the consultation with 116 responses received. The suggestions received are currently being analysed and it is hoped to provide an update at the AGM.

Dementia

As has been previously reported, Bethesda has increasing numbers of people living with Dementia who wish to use our service. These are those that develop symptoms after coming to us, and those that have them prior to coming to a Home.

Bethesda has responded to these changing needs by offering care and support to people with dementia as a particular specialisation, alongside the existing residential care service. The aim of this is to provide the staff with the necessary training and resources needed to enable care to be given in most cases. As the Brighton Home has the most residents living with some degree of dementia, the plan for 2017 was to focus our resources on developing this Home's dementia care capability. Working in conjunction with the Brighton-based NHS 'Dementia in Reach Team' excellent progress has been made. Utilising the lessons learned in 2017 at the Brighton Home, the focus for 2018 will be on developing the Harpenden Home to the same level of expertise, whilst also working on certain aspects of the capabilities of the Studley Home.

Other Complex Care Needs

Bethesda continues to offer a service to new applicants with nursing needs. However, it is important to bear in mind that Bethesda's resources are limited and that each application will need to be assessed on its own merits. If there are already a number of people in a person's chosen home with complex care needs we may not be able to offer a place, due to limited places for this type of service.

The increasing number of people in Bethesda with complex care needs (both nursing and dementia) is placing a significant strain on our resources, especially on the staff, but also financially due to the high cost of providing such care. In addition, our existing accommodation was not designed for this type of service. However, as there is clearly a demand for it the Committee are looking at ways of adapting how the service can be offered and what changes are required to the buildings to facilitate the needs identified.

Quality and effectiveness of the Service

We regularly review the quality and effectiveness of our service, taking into account the views of Residents, their relatives and friends, visiting professionals and staff. It is pleasing to report that feedback is very positive about the quality of service offered.

Inspections

During 2017 we had one inspection of our homes by the Care Quality Commission (CQC). This was at the Brighton Home. We are pleased to be able

to report that the Home received an overall ‘Good’ rating, with this rating being given to all five of the CQC’s key lines of enquiry (namely, is the service safe, caring, effective, responsive and well-led).

We expect both the Studley and Harpenden Homes to be inspected in 2018 as both are due CQC visits.

Buildings

In addition to adapting the buildings to accommodate the changing nature of our services, the Charity also faces significant challenges relating to the age of the buildings. This is both in respect of ever increasing and very significant repairs and renewals costs, but also in meeting the expectations of our residents and their families in terms of the standard of facilities provided. It is important that people are able to furnish their rooms in the way they prefer, but this can often become impractical as residents’ support needs increase due to the amount of space needed to manoeuvre equipment. The Committee is exploring a range of measures for each home with the aim of finding ways to improve the existing facilities.

Funding and Occupancy

The provision of care in the Bethesda homes is currently funded from income received from self-funded residents, local authority funding and supplementary payments received from relatives. However, underfunding by local authorities and low occupancy mean we must also draw on our reserves to cover costs. Although these remain strong in the short to medium term, the ability to remain financially viable is a matter of considerable concern and a range of measures have been considered how the Charity could achieve this.

We are a charity which seeks to provide care for the Lord’s elderly people at a reasonable cost. This objective has been achieved in the past with the help of donations and legacies for which we are very thankful, and we look to the Lord to continue to provide for us in the future.

Occupancy in the Brighton home has in overall terms remained stable over the year, with on average seventeen people in residence, although this figure did drop to fifteen for a period. Occupancy in the Harpenden Home has improved considerably, starting the year with fifteen people in residence, but increasing to twenty-three by August before dropping back slightly to twenty-one by the end of the year. Occupancy in the Studley Home started the year at twelve, but dropped to ten for the greater part of the year.

There has been good use of the short stay facility in all three Homes, with some limited use of the day care facility.

Staff and Volunteers

We continue to be very thankful for the work and commitment of our staff, upon whom we depend to fulfil the purpose and aims of Bethesda. Many of our staff go the second and third mile for the people they care for, coming back outside their usual working hours to spend time with the residents, reading to them, playing musical instruments and organising activities.

The importance of strong and effective leadership in our homes also cannot be underestimated. The CQC themselves comment on how essential this is in the provision of care and support that is safe and effective, and we wish to particularly thank our Home Managers for the work that they do.

The Registered Home Manager at Studley, Mrs. Rachel Honeysett, retired at the end of the year after nearly four years in the post. We are very grateful to her for all that she did for the Residents and the Home during this period and wish her the Lord's blessing in all her future pathway. She is succeeded in the post by Mrs. Trudy Taylor on an interim basis whilst we seek to recruit a new permanent manager for the Home.

We also wish to thank once again the many volunteers who assist in so many different ways in the Homes; without their sacrifice of time and effort the wellbeing of the residents would be greatly affected. The contribution of the volunteers and supporters makes a real difference to the lives of the residents and we would encourage anyone who feels that they have something to offer to volunteer.

Plans for the Future

At the time of writing, plans for the future are under review to take into account feedback received from the consultation process undertaken during the year. However, it is planned to obtain permission to build a small additional lounge to the Brighton Home and to carry out refurbishment of some bedrooms to improve the accommodation. At the Studley Home it is planned to convert the disused managers flat into a Flatlet along the lines of those at Redhill and Harpenden.

Trustees' responsibilities in relation to the financial statements

Charity law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Charity at the year end and of its income and expenditure during that year. In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and apply them consistently;
- make judgments and estimates that are reasonable and prudent;

- state whether applicable accounting standards and statements of recommended practice have been followed subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

The Trustees are required to keep proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations and the provisions of the Charity's governing documents. They are also responsible for safeguarding the assets of the Charity and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Risk management policy

The Trustees review on a regular basis the major risks to which the Charity is exposed. A strengths, weaknesses, opportunities and threats (SWOT) analysis was carried out at the beginning of the year and agreed, and on the basis of this review a risk management policy drawn up. The Trustees are satisfied that systems and procedures are in place to mitigate exposure to significant risks. The Trustees believe that maintaining unrestricted reserves at the level stated above will provide sufficient resources in the event of adverse conditions.

The Charity's policy reflects the principle that effective risk management is the responsibility of all levels of management and staff. The review of risks within the Bethesda Homes is on-going with the encouragement of timely reporting by staff on quality issues and adverse occurrences.

The major risks that Bethesda face are financial and relate largely to under occupation of the homes and to the low level of care fees compared to fixed costs.

The decreasing number of elderly people attending Gospel Standard chapels is directly impacting on the level of demand for Bethesda services. Whilst the rules covering admissions are regularly reviewed it is considered essential that the original ethos of the Charity is maintained and there are no plans to widen the scope of eligibility for admission to the homes.

The low levels of occupancy in the homes compared to the high level of fixed costs in running the homes indicates that high levels of occupation are essential to cover those fixed costs. The relatively low capacity of our homes means that sufficient income is not generated even with high occupancy to cover these costs but every effort is made to minimise the financial gap.

The low occupancy of the homes puts dependence on Bethesda's financial reserves in order to fund the current high standards of care provided. Whilst still strong there is a risk that these reserves will be substantially depleted.

Another risk is the ageing of the facilities in the homes and the buildings themselves and a programme of refurbishment and renewal is in progress. This obviously entails considerable expense and this is being managed on a prioritised basis.

Investment Policy

At the beginning of the year the Trustees reviewed the Charity's investment policy setting out Bethesda's investment objectives. No changes were made to the policy.

There are no restrictions on the Charity's power to invest both restricted and unrestricted funds. In the past, the Trustees have considered only investments classified as low risk. In practice, this means that surplus funds are maintained in short-term deposit accounts attracting competitive rates of interest with reputable banks, building societies or common deposit funds. Details of the Charity's deposits can be found in Note 19 to the financial statements.

The Trustees will continue to closely monitor the Charity's investments in these difficult times.

Policy Statement on Paying Staff

The Gospel Standard Bethesda Fund ('The Bethesda Fund') is committed to ensuring that we pay and reward our staff fairly and in a way which ensures we attract and retain those with the right skills to ensure that we deliver our charitable objectives.

In accordance with the SORP we:-

- Disclose the number of staff in receipt of more than £60,000 per annum and above (in bands of £10,000)
- Disclose the provision of pensions and other benefits

The Bethesda Fund Committee ('The Committee') meets annually to determine the rates of pay for all staff. The General Manager is in attendance for the meeting (leaving for the discussion regarding the General Manager's remuneration).

The main responsibilities of the Committee in respect of determining of the rates pay are to:-

- review the level of the Bethesda Fund salaries and wages compared to an agreed independent market benchmarking tool and make sure changes, where appropriate to ensure that salaries and wages remain competitive

- determine the remuneration package of the General Manager, Home Managers and Deputy Managers
- approve the annual percentage increase in the rates of pay for all staff (which can be zero) taking into account RPI as at 31 December for the previous year.
- approve any consolidated pay awards and staff salary increases outside of the annual review process as recommended from time to time by the General Manager.
- determine pension arrangements and
- ensure that contractual terms on termination of employment are fair to the individual and the charity, that poor performance is not rewarded and a duty to mitigate loss is recognised.

In determining the Bethesda Fund's remuneration policy the Committee takes into account all factors which are relevant. The appropriateness of the remuneration policy is reviewed annually ensuring the Bethesda Fund remains sensitive to the broader issues e.g. pay and employment conditions elsewhere.

We aim to recruit, subject to experience, at the lower – medium point within a band, providing scope to reward excellence. We pay at or above the national living wage for all our staff.

Delivery of the Bethesda Fund's charitable vision and purpose is to a large degree dependent on our staff which is the largest single element of charitable expenditure. In 2017 the Bethesda Fund awarded staff a cost of living increase in salaries and wages of 2.7%.

Conclusion

The focus of Bethesda continues to be on the residents in the homes, and every effort is made to ensure that they are kept safe and well cared for in a homely and Christian atmosphere. It is felt that, with the Lord's blessing and help, this has been achieved.

On behalf of the Trustees

H. MERCER, Chairman

16 February 2018

ANNUAL REPORTS FROM THE HOMES

Brighton and Hove Bethesda Home



Home Manager: Miss Sarah Williamson
Deputy Home Manager: Mrs. Vivita Torres
Administrative Assistant: Mrs. Jackie Funnell
Home Chairman:

Residents as at 31 December 2017

Mr. P. Cornwall	Mr. P. Drury	Mrs. I. Ford
Mrs. I.M. Guest	Miss M.V.G. Haddow	Mrs. R. Hickman
Mrs. L. Hills	Miss S. J. Holman	Mrs. R. Mercer
Mrs. K.R. Payne	Mrs. R.M. Poole	Mrs. E. Snell
Mrs. B. Stewart	Mrs. G. Walder	Miss B.M. Wickens
Mrs. M.M. Woodhams	Mrs. A.R. Woodhams	

We desire to acknowledge and thank the Lord for His help again through another year, in supplying our every need.

Since the beginning of 2017 six new residents have entered the Home, Mr. Philip Warren, Mrs. Rose Mercer, Mr. Philip Drury, Mrs. Lydia Hills and Mrs. Evelyn Snell. Mrs. Ruth Hickman transferred to Brighton from Harpenden. There were five short stay residents during the year, all benefiting from the rest and change. Six residents passed away during the same period, Mrs. Constance Sayers, Mr. John Tucker, Mrs. Grace Burgess, Mrs. Joyce Holman, Mr. Seth Mercer and Mr. Philip Warren, all of whom are lovingly missed.

We are thankful for the work and commitment of all our staff, but we would particularly like to mention Miss Marguerite Chapallaz who retired this year after forty nine years of service.

We are continuing with regular training sessions with the NHS 'Dementia In-reach Team' who are helping us to build up our dementia care capability. As part of this, we are very grateful to Mr. Paul Hanks and Mr. Gordon Dadswell who have kindly been helping with redecorating the corridors into different colours and themes which help support our residents with dementia.

Prayer Meetings in the Home were once again arranged by the Home Support Group with local Chapels, including Rotherfield Chapel, Hope Chapel Redhill and the Dicker. We are very grateful to the local Chapels for their support with the Prayer Meetings.

The Residents again enjoyed the process at close hand of watching chicks hatching from eggs which began with the eggs in an incubator in the lounge.

We have been able to organise a number of events and outings again this year, including an outing to the Bluebell Railway and Sheffield Park. There have been picnics, a cream tea, a BBQ, Christmas lunch and shopping and a visit from the Mill Farm Experience. Other little excursions were also made to local beauty spots which the Residents enjoyed. The annual coffee morning took place once again in November which was well supported and has raised in excess of £2,500 which will be used to benefit the Residents.

Eastbourne Sunday School visited again this year and sang some Christmas Hymns which were very much enjoyed by the Residents. Mr. Paul Hayden conducted the usual Christmas service held at the Home.

We are very grateful to all the Home Support Group. Mr. Richard Wells has retired as Chairman of the Support Group and we would like to extend our gratitude to him for the help he has given us. We would also like to thank all the volunteers who so kindly help us here at the Home, especially those who escort residents to various appointments. Their help is very much appreciated.

Our Craft team of Mrs. Joanna Pearce, Mrs. Esther Hickman and Mrs. Sheila Main organise the monthly craft mornings, including cooking with the residents and we are very thankful to them for all their help.

We are also grateful to Paul, Gill and Ed Hanks who hold monthly hymn singing afternoons for the residents.

Also, the gentle exercise sessions organised by Miss Gill Evans are enjoyed by the residents.

We hope and trust the Lord will continue to supply our needs in the coming year.

Harpenden Bethesda Home



Home Manager: Mrs. Debbie Scott
Deputy Home Manager: Miss Janet House
Administrative Assistant: Mrs. Ruth Janes/Mrs. Esther Green
Home Chairman: Mr. Trevor Scott

Residents as at 31 December 2017

Mr. & Mrs. J. Barker	Mrs. M. Bradley	Mr. & Mrs. J. Brooks
Mr. & Mrs. D. Crowter	Miss F. Curd	Mr. A. Daniels
Miss R. Fuller	Miss D.C. Gibb	Miss M. Guest
Mrs. S. Haddow	Mrs. R. Hare	Mrs. J.M. Harrison
Mrs. B. Kingham	Mr. D. Relf	Mrs. M. Ruse
Mrs. H. Warboys	Mrs. P.H. Watts	Mrs. A. Wells

We wish to acknowledge once again the Lord's goodness and mercy towards us during 2017, with His continued watchful care and provision.

During 2017 we have been pleased to welcome new residents to the home; Mr. & Mrs. J. Barker in January, Mr. & Mrs. J. Brooks in February, Mr. & Mrs. D. Crowter who stayed as temporary residents before becoming permanent residents in July, Miss R. Fuller in June, Mrs. H. Warboys who had been a short stay resident on several occasions and became a permanent resident in July and Mr. J. Ruse who had also been a temporary resident, became a permanent resident in August.

Over the year we have sadly lost two residents who passed away; Mr. S. Hickman in March and Mr. J. Ruse in September. Mr. Ruse was Local Secretary of the Harpenden Home for several years until the end of 1999 and continued

to regularly take the morning readings here until two months before his death. He was a very well known figure in the home and it was a privilege to care for him in his last days.

Mrs. R. Hickman transferred to Brighton Bethesda to be nearer her family.

We have cared for a number of residents for short stays, including Mrs. O. Perks who then moved into the Studley Bethesda Home in January. Also Mr. A. Chivers and Mrs. R. Sandilands.

This year there have been some special anniversaries. Janet House marked 30 years as deputy manager and Margaret Boyton marked 30 years of domestic service at Harpenden.

There have been a few staff changes over the past year. Two members of staff left for maternity leave; Naomi Kerley in August and Blessing Ulasi in November. Esther Waldron left in October to move to Scotland with her family and Philippa Hartwell left to pursue another job. We wish each well in their future path. We were very saddened to lose one of our domestic staff, Janet Wallace, who passed away very suddenly at her home.

Annie Crowter, Kate Crowter, Bethany Ramsbottom, Sue Verweij, Elisabeth Skelton and James Van Essen helped on a temporary basis.

There have been a number of new staff joining the team, including, Marijke Van de Plaat, Brigitte Milliken, Deborah Rigby, Emma Munchando, Amara Umezudike, Alusaine Turay, Esther Green, Maria Sayers and Clementine Sayers.

Staff regularly undertake training in order to ensure that the care they deliver to the residents meets up-to-date standards and regulations. All the staff at Harpenden are aiming to achieve the “care certificate” which is a nationally recognised standard for care and during 2018 there will be an increased focus on dementia care training.

The residents have enjoyed several outings and events over the year thanks to the help and organisation of our Home Support Group; these outings have included a picnic at Wrest Park, a trip to Poplars garden centre for shopping and lunch. A visit to Wardown Park museum in Luton which brought back many memories for our local residents. A coffee morning was held in February and a Cream tea afternoon was held in June and these were very enjoyable events for the residents and their friends and family.

Other events have included a visit from the Mill Farm Experience which was combined with a visit from primary age children from a local school which was a very enjoyable occasion, along with musical afternoons on several Saturdays throughout the year. In December children from Bethel Sunday School came to visit and sing Christmas hymns with the residents.

Studley Bethesda Home



Home Manager: Mrs. Trudy Taylor (interim)
Assistant Home Manager: Mrs. Sammy O'Dwyer
Home Administrator: Mrs. Emma Trafford
Local Secretary & Home
Chairman: Mr. Henry Mercer

Residents as at 31 December 2017

Mr. & Mrs. J. Burrows	Mrs. K.M. Cooper	Mr. K. Evans
Miss M. Hole	Miss P.M.R. Hunt	Mrs. H.E. Painter
Mrs. O. Perks	Mrs. F. Tugwell	Mr. H.A. Wallis

We give thanks to the Lord for maintaining and providing for us during another year.

We are thankful that the Home has been well occupied, with ten people in residence for the whole year. We have been pleased to welcome Mrs. Freda Tugwell as a new resident to our home, but were sad to lose Miss Doris Hanks, Mr. Oliver Pollington and Mrs. Betty Wheeler during the year.

We have been able to provide short stay care to six people during the year who benefited from the rest and change, and we continue to provide day care as required.

At the end of the year Mrs. Rachel Honeysett retired as Home Manager after nearly four years in the post. We are grateful for everything that she did for the Residents and the Home and desire that the Lord will be with her in all her future pathway. Mrs. Trudy Taylor has kindly consented to manage the Home

on an interim basis while we attempt to recruit a permanent replacement for the role.

Prayer Meetings were held in the home in May and November, and hymn-singing evenings were held monthly, all of which have been appreciated by the residents. In the week before Christmas we once again held our annual Christmas service and a large number of friends attended, including many families; the residents especially enjoyed hearing the young children sing to them.

During July we held a barbecue with our volunteers and their families in recognition of the support they provide throughout the year and we were favoured with good weather. The residents and staff were able to join with them in the garden.

The annual coffee morning was held in October which raised £650 and we especially thank the many friends who helped out by contributing gifts for sale. The proceeds will be used for the benefit of the residents.

Several times during the year the residents were invited out to afternoon tea with different friends; they have also enjoyed morning coffee at a local garden centre, a bluebell drive in the spring, and an autumn colour drive later in the year.

The Trolley Shop, which provides a bespoke shopping facility for the convenience and benefit of the residents, continues to be run by Miss Myrtle Robinson and Mrs. Patricia Tugwell. Monthly craft / activity mornings continue to be run by Mrs. Monica Redhouse and Miss Myrtle Robinson. Other activities include the 'Knitting Hour', when residents knit squares which are sewn into blankets for charity, and weekly exercise sessions.

We take this opportunity to express our sincere thanks to the many friends who continue to loyally support us by taking the morning readings, hymn-singings and prayer meetings, and also for practical help in many ways. Our volunteers perform many valuable duties such as transport to chapel services, medical appointments and shopping trips.

ANNUAL REPORTS FROM THE FLATLETS

Harpenden Bethesda Flatlets

203 Luton Road, Harpenden, Herts. AL5 3DE



Warden: Mr. Alan Rayner

Residents as at 31 December 2017

Miss P.A. Lawrance Mrs. J. Tyler

We would return our grateful thanks to the Lord for His goodness to us in maintaining the Flatlets for another year.

The two residents, Miss Pat Lawrance and Mrs. Jenny Tyler, are able to meet with the Home residents for morning readings and at other times such as prayer meetings and hymn singing evenings, whilst living an independent life in the flatlets. Mrs. Jenny Tyler has been a great help in improving the rear garden, making it more bird friendly.

The outside of the buildings was repainted during the year, but there are on-going repairs and renewals required for the interior of the building. Flatlet 3 is currently vacant.

Redhill Bethesda Flatlets

3 White Post Hill, Redhill, Surrey, RH1 6AN



Warden: Mr. Jon Hickman

Residents as at 31 December 2017

Mrs. D. Sayers

The Lord has been mindful of us, ‘whereof we are glad’, in maintaining the Redhill Flatlets throughout another year, and we record His goodness.

During the year Mrs. Rose Mercer moved into full residential care at the Hove Bethesda Home on 16 February 2017. Mrs. Mercer had been a resident the Flatlets since 2014. Mrs. Dorothy Sayers continues to occupy Flat 3 and is the only elderly resident in the Flatlets.

A number of changes have taken place with temporary residents moving in and out, but we are thankful all flatlets remained fully occupied until mid-November 2017: Mr. Tom Hickman continues to occupy Flat 1, and we were pleased to welcome a new temporary resident in April, Miss Suzanna Hayden, who now occupies Flat 2. She is studying for a nursing degree locally. Miss Leah McKay moved from Flat 4 to north London in November, having secured employment following completion of her university studies. Mr. & Mrs. James Chittenden (with one year old daughter Phoebe) moved out of Flat 6 in May, and Mr. & Mrs. Samuel McKay moved up to Flat 6 from Flat 5 in June. In July we were pleased to welcome another new temporary resident, Mr. Karl Roberts, and he now occupies Flat 5. There is now one vacant flat, which we hope will

be filled either by an elderly resident or by a suitable temporary resident needing accommodation in the area.

We are thankful too that the high level of occupancy not only gave valuable support to the continuance of the flatlets, but again resulted in a surplus for the year giving support to Bethesda as a whole, after covering all essential running costs, maintenance and repairs. We greatly appreciate the voluntary help and interest shown by the residents and local friends in the maintenance and well-being of the Flatlets.

Published by the Trustees of the Gospel Standard Bethesda Fund

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GOSPEL STANDARD BETHESDA FUND

Financial Statements

for the

year ended

31 December 2017

Charity No. 209376

Gospel Standard Bethesda Fund
Bethesda General Office
12(b) Roundwood Lane
Harpenden
Herts
AL5 3BZ

Financial Statements for the year ended 31 December 2017

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The Annual Report for 2017 is available from the address above.

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF GOSPEL STANDARD BETHESDA FUND

Opinion

We have audited the financial statements of Gospel Standard Bethesda Fund (the 'charity') for the year ended 31 December 2017 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 December 2017 and of 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 Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we

have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

In light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Report.

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the Trustees' Report; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of Trustees

As explained more fully in the trustees' responsibilities statement set out in the Trustees' Report, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement,

whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and regulations made or having effect thereunder. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK). Those standards require us to comply with the Financial Reporting Council's Ethical Standard. Our audit work has been undertaken so that we might state to the charity's trustees 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 charity and the charity's trustees as a body for our audit work, for this report, or for the opinions we have formed.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Signed: Mazars LLP

Mazars LLP Chartered Accountants and Statutory Auditor

Times House, Throwley Way, Sutton, Surrey, SM1 4JQ

Date: 23 February 2018

Mazars LLP is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

GOSPEL STANDARD BETHESDA FUND
Statement of Financial Activities for the year ended 31 December 2017

		----Unrestricted funds----		Restricted funds	Total funds
	Note	General	Designated	funds	2017
		£	£	£	£
Income and endowments from:					
Donations and legacies	3	255,615	9,419	47,616	312,650
Charitable activities	4	1,534,710	-	-	1,534,710
Investments	5	12,944	678	8,112	21,734
Grant - The Piggott Charity	6	-	9,000	-	9,000
Total		1,803,269	19,097	55,728	1,878,094
Expenditure on:					
Raising funds	7-8	15,024	-	-	15,024
Charitable activities	7-13	1,814,836	2,802	7,911	1,825,549
Total		1,829,860	2,802	7,911	1,840,573
Net (expenditure)/income		(26,591)	16,295	47,817	37,521
Transfers between funds	14,23	36,899	(20,089)	(16,810)	-
Net movement in funds		10,308	(3,794)	31,007	37,521
Reconciliation of funds:					
Total funds brought forward		3,553,173	57,324	795,767	4,406,264
Total funds carried forward		£3,563,481	£53,530	£826,774	£4,443,785

Comparative figures for the prior year
Statement of Financial Activities for the year ended 31 December 2016

	Note	----Unrestricted funds----		Restricted funds	Total funds
		General	Designated		2016
		£	£	£	£
Income and endowments from:					
Donations and legacies	3	179,644	13,433	28,089	221,166
Charitable activities	4	1,396,233	-	-	1,396,233
Investments	5	20,586	713	7,933	29,232
Grant - The Piggott Charity	6	-	9,750	-	9,750
Total		1,596,463	23,896	36,022	1,656,381
Expenditure on:					
Raising funds	7-8	15,323	-	-	15,323
Charitable activities	7-13	1,753,802	2,880	12,302	1,768,984
Total		1,769,125	2,880	12,302	1,784,307
Net (expenditure)/income		(172,662)	21,016	23,720	(127,926)
Transfers between funds	14	(2,183)	5,249	(3,066)	-
Net movement in funds		(174,845)	26,265	20,654	(127,926)
Reconciliation of funds:					
Total funds brought forward		3,728,018	31,059	775,113	4,534,190
Total funds carried forward		£3,553,173	£57,324	£795,767	£4,406,264

GOSPEL STANDARD BETHESDA FUND
Balance Sheet as at 31 December 2017

	Note	2017 £	2016 £
Fixed assets:			
Tangible assets	15-17	1,095,069	1,119,881
Investments	19	-	259,026
<i>Total fixed assets</i>		<u>1,095,069</u>	<u>1,378,907</u>
Current assets:			
Debtors	18	80,150	195,695
Investments	19	1,339,333	2,665,360
Cash at bank and in hand		<u>1,996,529</u>	<u>245,565</u>
<i>Total current assets</i>		<u>3,416,012</u>	<u>3,106,620</u>
Liabilities:			
Creditors: Amounts falling due within one year	20	<u>(67,296)</u>	<u>(79,263)</u>
<i>Net current assets</i>		<u>3,348,716</u>	<u>3,027,357</u>
<i>Total assets less current liabilities</i>		<u>4,443,785</u>	<u>4,406,264</u>
Total net assets		<u>£4,443,785</u>	<u>£4,406,264</u>
The funds of the charity:			
Unrestricted -			
General	21	3,563,481	3,553,173
Designated	21,23	53,530	57,324
Restricted income funds	21,22	<u>826,774</u>	<u>795,767</u>
Total charity funds		<u>£4,443,785</u>	<u>£4,406,264</u>

These financial statements were approved by the Trustees on 16 February 2018 and signed on their behalf by:

H. MERCER, Chairman

GOSPEL STANDARD BETHESDA FUND
Statement of Cash Flows for the year ended 31 December 2017

	Note	2017 £	2016 £
Cash flows from operating activities:			
<i>Net cash provided by/(used in) operating activities</i>	24(a)	<u>160,987</u>	<u>(264,852)</u>
Cash flows from investing activities:			
Dividends, interest and rents from investments		21,734	29,232
Purchase of property, plant and equipment		<u>(16,810)</u>	<u>(118,559)</u>
<i>Net cash provided by/(used in) investing activities</i>		<u>4,924</u>	<u>(89,327)</u>
<i>Change in cash & cash equivalents in reporting period</i>		165,911	(354,179)
Cash & cash equivalents at start of reporting period		<u>3,169,951</u>	<u>3,524,130</u>
Cash & cash equivalents at end of reporting period	24(b)	<u>£3,335,862</u>	<u>£3,169,951</u>

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2017

1 Accounting Policies

(a) Basis of preparation

The Financial Statements have been prepared under the historical cost convention in accordance with applicable United Kingdom accounting standards, Accounting and Reporting by Charities: Statement of Recommended Practice SORP 2015 (FRS 102) published by the Charity Commission in 2014.

(b) Going concern

The Financial Statements have been prepared on a going concern basis. The trustees assess whether the use of going concern is appropriate and have identified no material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The trustees make this assessment in respect of a period of 12 months from the date of approval of the Financial Statements.

(c) Income

Voluntary income, including donations, Gift Aid, and chapel collections, is recognised in the period in which the income is received.

Investment income and rent is recognised on a receivable basis.

Legacies are accounted for as income either upon receipt or where the receipt of the legacy is probable. Receipt is normally probable when:

- there has been a grant of probate
- the executors have established that there are sufficient assets in the estate, after settling any liabilities, to pay the legacy; and
- any conditions attached to the legacy are either within the control of the charity or have been met.

Legacies which have been notified, but are not recognised as income in the Statement of Financial Activities, are disclosed within the note 'Donations and legacies' with an estimate (if possible) of the amount receivable.

Fees from residents in the care homes and flatlets are accounted for in the period in which the service is provided.

(d) Income tax recoverable

Any income tax due to be reclaimed from the Inland Revenue on donations made under Gift Aid or income tax deducted from interest received net of basic rate tax, has been brought into these financial statements as a debtor.

(e) **Expenditure**

Expenditure is accounted for on an accruals basis, that is, when a liability is incurred. The charity is not registered for VAT and accordingly expenditure is shown gross of irrecoverable VAT.

Support costs are costs incurred in support of both income generation, charitable activities, and governance, as shown in the note 'Allocation of support costs.' These costs comprise a proportion of central office staff, information systems and internal accounting costs, and costs relating to the premises. Also included is a proportion of the management and administration costs in the three Bethesda Homes and servicing of the Homes' premises.

Governance costs are costs associated with the governance arrangements of the charity which relate to the general running of the charity as distinct from those costs associated with its charitable activities. They include the cost of meeting constitutional and statutory requirements, audit fees, legal fees, and a proportion of central office costs.

(f) **Pension scheme contributions**

Contributions payable to the Charity's pension scheme are charged to the Statement of Financial Activities as they become payable in accordance with the rules of the scheme. For further information see the note 'Employee information.'

(g) **Capitalisation and depreciation of tangible fixed assets**

Freehold properties

Freehold properties are carried in the accounts at their original cost. Depreciation is provided to write down the original cost of the buildings, and the cost of later permanent additions and improvements, on a straight-line basis over a period of fifty years. No depreciation is charged on freehold land.

Equipment

Due to the large number of fixed assets owned and used by the charity, our policy is to recognise within the assets register only those assets that cost more than £1,000. Numerous items purchased at the same time costing in total more than £1,000 but each item individually costing less than £1,000 are not capitalised. This policy of depreciation applies only to assets acquired after January 1990; all equipment acquired before that date has been written off completely in previous accounting periods.

Equipment in the Homes and Flatlets costing more than £1,000 is capitalised and written off on a straight-line basis over a period of five years, and is shown in the balance sheet at cost less accumulated depreciation, the annual depreciation being charged as a running cost of the Homes and Flatlets. Equipment in the Homes and

Flatlets costing less than £1,000 is not capitalised but is written off in the year of acquisition as an expense, being charged directly to the running costs of the Homes and Flatlets under 'Repairs and renewals.'

Equipment in the Bethesda General Office at Harpenden costing more than £1,000 is capitalised and written off on a straight-line basis over a period of five years, and is shown in the balance sheet at cost less accumulated depreciation, the annual depreciation being charged as a running cost under 'Central office costs.'

Equipment in the Bethesda General Office costing less than £1,000 is written off as an expense in the year of acquisition, being charged to 'Central office costs' under 'Repairs and maintenance.'

Motor vehicles

Motor vehicles are written off at 25% per annum on a reducing balance.

(h) Transactions with trustees

Three trustees received remuneration for services rendered outside the scope of their roles as trustees. Each payment was made having regard to Charity Commission guidance and all requirements were met. The payments made were:

Henry Mercer - Local Secretary of Studley Bethesda Home: £750 (2016 - £750).

Alan Rayner - Gardening work at the Harpenden Flatlets: £1,460 (2016 - £1,450).

Trevor Scott - Financial Accountant for the charity: £1,500 (2016 - £6,000).

No trustees received any remuneration for their services as a trustee. Five trustees (2016: six trustees) were reimbursed travel expenses totalling £1,506 (2016: £1,724). One trustee was reimbursed £100 for a medical examination required to enable him to continue driving a minibus for residents. One trustee was paid £1,200 (2016: £1,200) to reimburse secretarial assistance. Expenses waived by trustees amounted to £809 (2016: £652). A used computer was sold to Trevor Scott for its market value of £200. Besides the disclosures in these financial statements, no trustee or connected persons had any beneficial interest in any contract, transaction or arrangement with the Charity during the year.

(i) Indemnity insurance

The charity carries a comprehensive insurance package provided by Travelers Insurance. Engineering Insurance and Inspection is provided by Allianz Insurance, Trustees Liability by Catlin Insurance via Angel Risk Management Ltd., Group Personal Accident by Chubb Insurance, Cyber & Data Risks by Lloyd's via CFC Underwriting Ltd., and Motor Vehicle Insurance by QBE Insurance.

(j) **Stocks of foods and other supplies**

Stocks held at the year end have not been brought into these Financial Statements, as the amounts held are relatively insignificant.

(k) **Funds**

Unrestricted funds - these comprise accumulated surpluses and deficits on general funds that are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Designated funds - these are unrestricted funds set aside by the Trustees at their discretion from the general funds for specific purposes.

Restricted funds - these comprise funds subject to specific restrictions imposed by donors and funders.

Further details of the nature and purpose of each fund are set out in the notes to the accounts.

Surplus cash is held on fixed term deposits. Deposits maturing in less than one year are recognised as current investments and those that mature in more than one year are recognised as fixed investments.

2 Statement of Financial Activities

The Statement of Financial Activities includes all income, gains, expenditure and losses recognised for the reporting period. All income and expenditure derives from continuing activities.

3 Donations and legacies

	<i>Unrestricted Funds</i>	<i>Restricted Funds</i>	<i>Total 2017</i>	<i>Total 2016</i>
	£	£	£	£
Collections & donations from chapels:				
For general purposes	9,419	-	9,419	13,343
For specific Homes	-	461	461	788
For assisting short-stay residents	-	1,434	1,434	90
Personal donations & subscriptions:				
For general purposes	2,459	-	2,459	20,841
For general purposes - Gift Aid	20,805	-	20,805	6,945
For specific Homes	-	10,024	10,024	9,194
For specific Homes - Gift Aid	-	450	450	502
For the Flatlets - Gift Aid	250	-	250	-
Home collecting boxes	-	1,247	1,247	1,050
Total	32,933	13,616	46,549	52,753
Legacies received:				
Miss Ruth Wilkins	-	-	-	16,465
Mr Thomas Saxby	-	-	-	38,987
Miss June Stock	-	-	-	112,961
Mr John Stevens	1,000	-	1,000	-
Miss Rachel Tanton	2,000	-	2,000	-
Mrs Grace Saxby	14,930	-	14,930	-
Mrs Lily Levell	500	-	500	-
Mr John Tucker	200,000	20,000	220,000	-
Mrs Constance Sayers	5,000	-	5,000	-
Miss Doreen Lee	1,000	-	1,000	-
Mr Oliver Pollington	-	14,000	14,000	-
Mr Brian Honeysett	7,640	-	7,640	-
Miss Amy Hall	31	-	31	-
Total	232,101	34,000	266,101	168,413
Total	£265,034	£47,616	£312,650	£221,166

The Charity has been advised that it is a beneficiary of the following legacies:

Mr. S. E. George: Balance arising from the sale of building land and a partial interest in tenanted agricultural land. There is no immediate prospect of the balance being realised.

For an explanation of when legacies are recognised as income see Note 1(c).

4 Income from charitable activities

	<i>Total</i> <i>2017</i> £	<i>Total</i> <i>2016</i> £
Fees from residential care homes	1,469,910	1,325,698
Fees from flatlets	39,935	42,116
Staff board charges	20,489	20,210
Sundry receipts	4,376	8,209
	<u>£1,534,710</u>	<u>£1,396,233</u>

5 Investment income

	<i>Unrestricted</i> <i>funds</i> £	<i>Restricted</i> <i>funds</i> £	<i>Total</i> <i>2017</i> £	<i>Total</i> <i>2016</i> £
Interest on short-term deposits	11,122	8,112	19,234	26,732
Rent receivable from bookroom	2,500	-	2,500	2,500
	<u>£13,622</u>	<u>£8,112</u>	<u>£21,734</u>	<u>£29,232</u>

The bookroom within the Bethesda General Office, Harpenden is let to The Gospel Standard Trust as its publications centre. As the fair value of the investment property component cannot be measured reliably, the entire property is accounted for within tangible fixed assets and not under investments.

Related Party Transactions note: The Gospel Standard Trust is a Custodian Trustee of the Gospel Standard Bethesda Fund and holds in trust all of the charity's freehold properties. The appointment was made under the Charity Commission Scheme referred to earlier in this report.

6 Transactions with The Piggott Charity

A grant of £9,000 (2016 - £9,750) was received from The Piggott Charity towards assisting underfunded residents. The Piggott Charity is a 'connected charity.' The trustees of the Gospel Standard Bethesda Fund are also trustees of The Piggott Charity. However, the Gospel Standard Bethesda Fund does not exercise any dominant influence over The Piggott Charity. The Piggott Charity makes grants at its own discretion to the Gospel Standard Bethesda Fund. Therefore, based on this, no consolidated accounts are prepared. For further information see notes on 'Designated funds' and 'Restricted funds.'

7 Analysis of expenditure

	<i>Direct costs</i>	<i>Governance & support costs</i>	<i>Total 2017</i>	<i>Total 2016</i>
	£	£	£	£
Raising funds	-	15,024	15,024	15,323
Charitable activities:				
Running costs of care homes	1,438,269	335,710	1,773,979	1,712,049
Running costs of flatlets	35,158	12,288	47,446	49,858
Underfunded residents' fund	-	2,802	2,802	2,880
Short-stay residents' fund	1,175	147	1,322	4,197
	1,474,602	350,947	1,825,549	1,768,984
Total	£1,474,602	£365,971	£1,840,573	£1,784,307

8 Allocation of Governance and support costs

Support costs comprise costs incurred in support of both income generation, charitable activities, and governance, as shown below. These costs comprise a proportion of central office staff, information systems and internal accounting costs, and costs relating to the premises. Also included is a proportion of the management and administration costs in the Bethesda Homes and Flatlets and the servicing of the buildings.

Governance costs are those for the governance arrangements of the charity. These include audit, legal advice for trustees and costs associated with constitutional and statutory requirements, such as trustee meetings and preparing statutory accounts. In prior years governance costs were shown separately in the Statement of Financial Activities but are now included as a sub-category of support costs and allocated to activities along with the other support costs. Governance costs are shown in Note 9.

	<i>Staff costs</i>	<i>Other costs</i>	<i>Total 2017</i>	<i>Total 2016</i>
	£	£	£	£
Raising funds	9,432	5,592	15,024	15,323
Charitable activities:				
Care homes	277,739	57,971	335,710	325,849
Flatlets	7,515	4,773	12,288	12,820
Subsidies: underfunded residents	1,726	1,076	2,802	2,880
Subsidies: short-stay residents	91	56	147	152
Total Governance & support costs	£296,503	£69,468	£365,971	£357,024

9 Governance costs

	<i>Total 2017</i>	<i>Total 2016</i>
	£	£
Audit fees incl disbursements - current year	8,500	8,208
Audit fees incl disbursements - prior years	(1,659)	904
Advertising and Website costs	300	158
Bank charges	624	701
Committee members' expenses	1,506	1,724
Printing	617	532
Professional fees	-	525
Staff costs	24,541	24,708
Other costs	12,617	12,785
	£47,046	£50,245

10 Subsidies paid to short-stay residents

During the year one resident coming into a Bethesda Home for a short stay was assisted with their fees from the Short-Stay Fund (2016: 7 residents). During the year the Short-Stay Fund was supported by three (2016: 1) chapel collections.

11 Assistance towards residents' fees

Fee subsidies amounting to £55,089 (2016: £64,751) were paid from a designated fund to residents supported by local authorities under the Community Care Act in cases where the maximum amount paid by the local authority was less than the Bethesda fee. During the year 8 residents were assisted in this way: 4 residents at the Brighton Home, 3 at Harpenden, and 1 at Studley (2016: 9 residents).

During the year contributions amounting to £156,696 (2016: £144,586) were receivable from local authority social services departments towards residents' fees.

12 Ex gratia payments

Ex gratia payments amounting to £2,000 (2016: £2,000) were paid by way of honoraria to people who assist the charity in various ways. 7 payments (2016: 3 payments) were made in the year ranging from £50 to £750. The sum of £750 was paid to one Trustee which is already disclosed in Note 1(h). In some cases the payment, or part of the payment, is used by the recipient to defray expenses incurred in rendering services to the charity.

13 Employee information

The average number of care home staff employed during the year, including part time workers, was 101 (2016: 99). The full-time equivalent is 57 staff. The number of management and administration staff at the Bethesda General Office was 3 (2016: 3). Staff costs were as follows:

	2017	2016
	£	£
Wages and salaries	1,227,010	1,174,503
Social security costs	80,013	72,268
Pension costs	25,511	23,172
Agency workers	12,551	29,128
	<hr/>	<hr/>
	£1,345,085	£1,299,071
	<hr/>	<hr/>
Cost of raising funds - support costs	9,432	9,496
Costs relating to charitable activities:		
Care homes - direct costs	1,048,582	1,010,479
Care homes - support costs	277,739	269,700
Flatlets - support costs	7,515	7,566
Fee subsidies - support costs	1,726	1,738
Short-stay Fund - support costs	91	92
	<hr/>	<hr/>
	£1,345,085	£1,299,071
	<hr/>	<hr/>

No employee earned £60,000 per annum or more in either year. Premiums of £1,280 (2016: £1,280) were paid into a private pension plan held by 1 officer (2016: 1 officer). Employers premiums of £24,202 (2016: £21,892) were paid into 'The People's Pension' scheme administered by B&CE Insurance Ltd. which is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority. This is an auto-enrolment scheme which commenced in October 2015.

Key management personnel are identified as the General Manager and the three Home Managers. The compensation of these members of staff amounts to £136,061 (2016: £131,776) including remuneration and all benefits paid. The Home Manager of the Harpenden Home, Debbie Scott, is daughter in law to a trustee, Trevor Scott. Regulations require that each of the care Homes have a registered Manager, and each Home Manager's remuneration is decided with reference to an agreed independent market benchmarking tool for their roles on an impartial basis.

14 Transfers from restricted funds

	<i>2017</i>	<i>2016</i>
	£	£
Transfer from restricted funds relating to capital expenditure	<u>16,810</u>	<u>3,066</u>
Total transfers	<u>£16,810</u>	<u>£3,066</u>

The expenditure for 2017 related to new patios at the Brighton and Harpenden Homes (2016: proposed extension to the dining room at the Brighton Home including plan preparation, planning application fee and pre-contract services.)

15 Freehold land and buildings

(a) *Holding trustee*

The freeholds of the Bethesda Homes and Flatlets and the Bethesda General Office are held by the custodian trustee, The Gospel Standard Trust.

(b) *Net book value*

The Trustees consider that the open market value of the freehold land and buildings is in excess of the net book value at which they are shown in the Balance Sheet.

(c) *Note concerning the Brighton and Hove Home*

The Gospel Standard Baptist Library is situated within the grounds of the Brighton & Hove Bethesda Home. The cost of the library building, which was erected in 1980 and extended in 2003, was met entirely from the funds of the library. There is no formal agreement with the trustees of the library and no ground rent or other payments are received.

	Bethesda Homes £	Bethesda Flatlets £	Office Premises £	Total £
COST				
At start of year	1,277,854	449,492	125,019	1,852,365
Additions	16,810	-	-	16,810
At end of year	1,294,664	449,492	125,019	1,869,175
DEPRECIATION				
At start of year	540,319	167,498	45,921	753,738
Charge for year	23,656	7,612	2,484	33,752
At end of year	563,975	175,110	48,405	787,490
NET BOOK VALUE				
At 31.12.17	£730,689	£274,382	£76,614	£1,081,685
At 31.12.16	£737,535	£281,994	£79,098	£1,098,627

Included within the cost of freehold property is land of £181,523 (2016: £181,523) which is not depreciated.

16 Equipment and motor vehicles

	Equipment in Homes £	Equipment in Flatlets £	Office Equipment £	Motor Vehicles £	Total £
COST					
At start of year	216,900	11,524	5,003	55,837	289,264
Disposals	-	(1,639)	-	-	(1,639)
At end of year	216,900	9,885	5,003	55,837	287,625
DEPRECIATION					
At start of year	198,118	11,524	5,003	53,365	268,010
Charge for year	7,252	-	-	618	7,870
Less: Disposals	-	(1,639)	-	-	(1,639)
At end of year	205,370	9,885	5,003	53,983	274,241
NET BOOK VALUE					
At 31.12.17	£11,530	£-	£-	£1,854	£13,384
At 31.12.16	£18,782	£-	£-	£2,472	£21,254

17 Tangible assets

	2017 £	2016 £
Freehold land and buildings	1,081,685	1,098,627
Equipment and motor vehicles	13,384	21,254
	£1,095,069	£1,119,881

18 Debtors

	2017	2016
	£	£
Grant from The Piggott Charity	-	9,750
Income tax recoverable on Gift Aid	4,303	1,390
Interest accrued on short-term deposits	10,360	10,105
Legacy from Miss June Stock	-	112,961
Prepayments	19,294	13,041
Residents' fees receivable	46,193	48,448
	<hr/>	<hr/>
	£80,150	£195,695
	<hr/>	<hr/>

19 Investments: short-term deposits

	2017	2016
	£	£
<i>Fixed assets</i>		
Cambridge & Counties Bank Ltd Two Year Bond	-	259,026
	<hr/>	<hr/>
<i>Current assets</i>		
CAF Bank Ltd One Year Bond with Scottish Widows	-	170,015
CAF Bank Ltd One Year Bond with Principality BS	-	1,000,000
Cambridge & Counties Bank Ltd One Year Bond	390,485	-
Cambridge & Counties Bank Ltd Two Year Bond	264,180	-
COIF Charities Deposit Fund	684,668	312,055
Santander UK plc Business Bond	-	1,183,290
	<hr/>	<hr/>
	£1,339,333	£2,665,360
	<hr/>	<hr/>
Total investments	<hr/>	<hr/>
	£1,339,333	£2,924,386
	<hr/>	<hr/>

20 Creditors: amounts falling due within one year

	2017	2016
	£	£
Accrued expenses	1,909	7,822
Accrued holiday pay	20,349	19,707
Financial services fees	8,500	9,558
PAYE due to HMRC	24,117	23,189
Pension premiums due	4,995	4,740
Residents' fees paid in advance	-	2,575
Trade creditors	7,426	11,672
	<u>£67,296</u>	<u>£79,263</u>

21 Net asset analysis by fund

	---Unrestricted funds---		Restricted funds	Total funds	Total funds
	Designated	General	funds	2017	2016
	£	£	£	£	£
Fixed assets:					
Tangible	-	1,095,069	-	1,095,069	1,119,881
Investments	-	-	-	-	259,026
Current assets:					
Investments	53,530	459,029	826,774	1,339,333	2,665,360
Other	-	2,076,679	-	2,076,679	441,260
Current liabilities	-	(67,296)	-	(67,296)	(79,263)
	<u>£53,530</u>	<u>£3,563,481</u>	<u>£826,774</u>	<u>£4,443,785</u>	<u>£4,406,264</u>

22 Restricted funds

	<i>Balance 01.01.17</i>	<i>Income</i>	<i>Expenditure</i>	<i>Transfers to capital</i>	<i>Balance 31.12.17</i>
	£	£	£	£	£
<i>Brighton Home:</i>					
Mrs E E Walker	80,319	807	-	-	81,126
Mr J Tucker	-	20,151	-	-	20,151
<i>Harpenden Home:</i>					
Mr S E Biggs	60,997	613	-	-	61,610
Mrs E M Burgess	74,456	748	-	-	75,204
Mrs N M Gosling	138,258	1,389	-	-	139,647
Mr L W Palmer	272,234	2,735	-	-	274,969
Miss M A Patterson	77,192	775	-	-	77,967
Mrs E D Sneesby	4,894	49	-	-	4,943
Miss M K Watts	2,705	27	-	-	2,732
Miss R E Wilkins	16,631	167	-	-	16,798
<i>Studley Home:</i>					
Miss S A Burgess	1,941	20	-	-	1,961
Mr O Pollington	-	14,047	-	-	14,047
Mr C A Wood	1,107	11	-	-	1,118
<i>Other funds:</i>					
Brighton Amenity	25,116	6,517	(2,159)	(8,910)	20,564
Harpenden Amenity	19,263	4,336	(4,429)	(7,900)	11,270
Studley Amenity	16,339	1,853	-	-	18,192
Short-stay Residents	4,315	1,482	(1,322)	-	4,475
	<u>£795,767</u>	<u>£55,727</u>	<u>£(7,910)</u>	<u>£(16,810)</u>	<u>£826,774</u>

Restricted funds are to be used only for the benefit of the Bethesda Home under which they are listed above. The Short-stay Residents Fund is supported by chapel collections and is used to assist people coming into the Bethesda Homes for short stays. See Note 1(k) for more information on Restricted funds.

23 Designated funds

	<i>Balance</i> <i>01.01.17</i>	<i>Income</i>	<i>Expenditure</i>	<i>Net</i> <i>transfers</i>	<i>Balance</i> <i>31.12.17</i>
	£	£	£	£	£
Underfunded residents	31,807	18,841	(2,802)	(20,089)	27,757
Miss K E Aston dec'd	25,517	256	-	-	25,773
	<u>£57,324</u>	<u>£19,097</u>	<u>£(2,802)</u>	<u>£(20,089)</u>	<u>£53,530</u>

The 'Underfunded residents fund' was established in 2007 from part of the proceeds arising from the sale of the closed Tunbridge Wells Bethesda Home. It is used to assist residents who are unable to meet the full fees. It was announced at the Annual General Meeting in April 2015 that all chapel collections received from the beginning of 2015 will be allocated to this Fund unless otherwise specified. This year an additional £35,000 (2016: £70,000) was transferred from general funds to the 'Underfunded residents fund.'

Part of a legacy received in 2009 from the estate of the late Miss Kathleen Eunice Aston was transferred into a designated fund to be used for the benefit of the Brighton Bethesda Home, where Miss Aston was a resident for over ten years.

Income includes interest received on unexpended balances. See Note 1(k) for more information on Designated funds.

24 Notes to Statement of Cash Flows

(a) Reconciliation of net income/(expenditure) to net cash provided by/(used in) operating activities

	2017 £	2016 £
Net income/(expenditure) for the year (as per the statement of financial activities)	37,521	(127,926)
Adjustments for:		
Depreciation charges	41,622	42,868
Dividends, interest and rents from investments	(21,734)	(29,232)
Decrease/(increase) in debtors	115,545	(141,359)
(Decrease) in creditors	(11,967)	(9,203)
Net cash provided by/(used in) operating activities	<u>£160,987</u>	<u>£(264,852)</u>
(b) Analysis of cash and cash equivalents		
Cash at bank and in hand	1,996,529	245,565
Cash on deposit (current asset investments)	1,339,333	2,665,360
Cash held (fixed asset investments)	<u>-</u>	<u>259,026</u>
	<u>£3,335,862</u>	<u>£3,169,951</u>

25 Commitments for expenditure

There were no commitments for expenditure at the year end.

END OF NOTES TO THE FINANCIAL STATEMENTS