



Trustees' Annual Report for the period

		Period start date				Period end date	
		01	09	2018			
From				To			
		31	08	2019			

Section A Reference and administration details

Charity name	SOUTH EAST KIDNEY PATIENTS ASSOCIATION
Other names charity is known by	SEKPA
Registered charity number (if any)	284479
Charity's principal address	Sussex Kidney Unit, Royal County Hospital
	Eastern Road
	Brighton
	Postcode BN2 5BE

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Jack Cogman	Chairman		
2	Judy Morgan	Secretary		
3	Sandra Webb	Treasurer		
4	Mark Hughes	Newsletter Editor		
5	Carl Bullen	IT Committee Officer		
6	Helga Raitt	Welfare Officer		
7	Jacquie Dowding	Committee member		
8	Susan Sargent	Committee member	September 18 to June 19	
9	Caroline Young	Committee member		
10				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
INDEPENDENT EXAMINER	Peter Vos	17 Vicarage Lane
		East Preston
		Sussex BN16 2SP

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	CONSTITUTION ADOPTED 1980
How the charity is constituted (eg. trust, association, company)	ASSOCIATION
Trustee selection methods (eg. appointed by, elected by)	New Trustees are appointed by the existing board members as the need arises. Trustees consider suitable candidates whose names are put forward for appointment by the board. Existing Trustees are appointed or reappointed annually at the Annual General Meeting, held in November.

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- Trustees' consideration of major risks and the system and procedures to manage them.

New trustees are briefed about the work and operations of the charity and provided with a copy of the trust deed constitution.

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

The Trustees meets six times a year to review the impact and progress of the work of the Charity. Strategic decisions are made by the Committee concerning fundraising and future direction of the charity, as well as authorising major expenditure and grants.

The Welfare Officer liaises closely with the Welfare Officer at the Sussex Kidney Unit, whom most requests for aid come. He reports back to the trusts Welfare Officer and committee at regular intervals.

Summary of the objects of the charity set out in its governing document

The objects of the Association are to provide funding for the relief of persons suffering from diseases of the kidney, and the promotion of research into such diseases and the dissemination of the useful results thereof.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

- a) Raise funds and to invite and receive contributions from any person or organisation whatsoever by the way of subscriptions, donations or otherwise.
- b) To stimulate interest in the care and welfare of kidney patients.
- c) To provide funds for the provision of useful facilities for all kidney patients and to assist individual patients in particular need, who would otherwise not receive adequate treatment.
- d) To provide or assist in the provision of medical and other equipment for the ultimate benefit of kidney patients.
- e) To provide funds for research designed to benefit the treatment of kidney patients.
- f) To hold conferences, meetings, lectures, exhibitions and discussions.
- g) To publish, or contribute to the publications of any papers, books, periodicals, reports or other such documents.
- h) To do all other such things as shall further the above objective.
- i) To provide emergency welfare service.
- j) To provide information, mainly through our quarterly magazine SEKPA news.

The Trustees have paid due regard to guidance issued by the Charity Commission in relation to public benefit when deciding what activities the charity should undertake.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- *policy on grantmaking;*
- *policy programme related investment;*
- *contribution made by volunteers.*

The committee of Trustees is made up of volunteer kidney patients and their carers and is supported by Doctors and Nursing staff at all local locations.

Membership is open to persons showing an interest in the objectives of the Association.

A register of members is maintained by the Membership Secretary.

Section D

Achievements and performance

In the last ten years SEKPA have raised more than £194,000 for funding new equipment and support, including:

- The latest dialysis machines
- Reverse osmosis water suppliers
- Dialysis chairs and beds.

Provisions of Welfare grants including:

- Home conversions for home dialysis
- Assistance with transports costs and utility bills
- Building storage for home dialysis supplies,
- Gifts for patients hospitalised over Christmas

Funding:

- Grants for research.
- Internet access for units
- Waiting room chairs
- Books for families of renal patients
- Wrist bands, holding medical information for renal patients on dialysis
- 2 x Quick Screens

Funding planned 2019/20 £127k:

- Research support at least £26k
- Outstanding research £300
- CPD Support SKU staff £45k over 3 years
- Lightweight Home Dialysis Machines In excess of £80
- Defibrillator £600
- Day and Patients room £5k

Section E Financial review

Brief statement of the charity's policy on reserves

The affairs of the Association is managed and its funds administered by the elected Trustees.

The financial policy is to distribute funds generated in year in line with the Associations objective where possible. A budgeted sum is retained to cover annual expenditure plus a contingency retained to address unpredicted events.

A set fund is invested in an interest bearing account with interest transferred to the current account for distribution.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

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You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The principle source of funds is from donations and bequests, generally from family and friends of kidney patients.

Charity walks

Supermarket and street collections

Fund raising from activities organised by the committee; fairs, World Kidney day, collection boxes.

Funds raised from the above are used to support renal patient's welfare, wards and satellite units to provide equipment that would not be provided through the NHS budget.

Future Projects:

As detailed above circa £127k to provide funding for research and equipment etc.

Section F Other optional information

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Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Position (eg Secretary, Chair, etc)

Date



CHARITY COMMISSION
FOR ENGLAND AND WALES

SEKPA

284479

Receipts and payments accounts

CC16a

For the period
from

Period start date
01.09.18

To

Period end date
31.08.19

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Donations	3,536	-	-	3,536	3,079
In Memoriam	5,553	-	-	5,553	8,233
Legacies	190,399	-	-	190,399	-
Gift Aid	347	-	-	347	476
Fundraising	409	-	-	409	2,292
Interest	53	-	-	53	65
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	200,297	-	-	200,297	14,145
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	200,297	-	-	200,297	14,145
A3 Payments					
Renal Unit Equipment	8,257	-	-	8,257	3,884
Patient Welfare	1,625	-	-	1,625	475
Insurance	263	-	-	263	207
Magazines and Promotions	852	-	-	852	1,844
Printing, Postage and Stationery	90	-	-	90	233
Travel Expenses	58	-	-	58	124
Sundry/Accountancy Expenses	101	-	-	101	318
Subscriptions and Fees	281	-	-	281	1,143
Research support	200	-	-	200	-
Sub total	11,727	-	-	11,727	8,228
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	11,727	-	-	11,727	8,228
Net of receipts/(payments)	188,570	-	-	188,570	5,917
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	188,570	-	-	188,570	5,917

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Welfare Imprest Fund	100	-	-
	Scottish Widows CAF account	31,000	-	-
	Barclays Community Account	214,690	-	-
	Total cash funds	245,790	-	-
	(agree balances with receipts and payments account(s))	Agreement Error	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	

Independent examiner's report to the trustees of the South East Kidney Patients Association

I report to the trustees on my examination of the accounts of the Association for the year ended 30 August 2019.

Responsibilities and basis of report

As the charity trustees of the Association you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Association's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

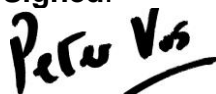
Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Association as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:



Name: Peter B Vos MA (Cantab), FCA

Relevant professional qualification or membership of professional bodies (if any):
Member of the Institute of Chartered Accountants in England & Wales

Address: 17 Vicarage lane, East Preston, Littlehampton, West Sussex BN16 2SP

Date: 16th October 2019