



Trustees' Annual Report for the period

Period start date	Period end date
02 May 2017	02 Nov 2018
From	To

Section A Reference and administration details

Charity name	Friends of Salisbury Medical Practice		
Other names charity is known by			
Registered charity number (if any)	1172839		
Charity's principal address	Fisherton house, Fountain Way		
	Wilton Road		
	Salisbury		
	Postcode	SP2 7FD	

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	Graeme Rothwell	Chair	02/05/17 – present	
2	Rebecca Seabridge	Secretary	02/05/17 – present	
3	Martin Allen	Treasurer	02/05/17 – present	
4	Robert Hewetson	Account Signatory	02/05/17 – present	
5	Ruth Croxall		02/05/17 – present	
6	Sarah Vaughan		02/05/17 – present	
7	Jessie Edwards		02/05/17 – present	
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
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

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	Constitution
How the charity is constituted	Association
Trustee selection methods	Vacancies arising may be filled by the decision of the members at the annual general meeting held in October.

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.

A communication and engagement strategy is in place with a Safeguarding policy currently under review.

All trustees give their time voluntarily and receive no remuneration or other benefits.

A risk assessment for the charity exists; areas that have been considered are fraud and mismanagement, loss of income, unexpected costs, and changes in environment. Preventative measures are in place with responsibilities falling on trustees.

Section C Objectives and activities

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

To provide the relief of sickness, disease or human suffering as well as the promotion of health for the patients of The Salisbury Medical Practice and for the public benefit of people residing or working in the general area of Salisbury, in particular but not exclusively, by providing and assisting in the provision of facilities, support services, equipment, training and education, not normally provided by the doctors or the statutory authorities.

Summary of the main activities undertaken for the public benefit in relation to these objects

In planning the activities for the year, trustees kept in mind the Charity Commissions guidance on Public Benefit.

The focus of activities this year was on the Dementia Friendly Thai Chi, this benefits the local Dementia community, family and friends both physically and mentally.

Physically it is a form of exercise that works the leg muscles that help with balance and coordination, reducing the number of falls. It enhances mobility and flexibility, improves posture, balance, strength and coordination. It also eases arthritis and fibromyalgia symptoms. Emotionally it reduces stress in people with **dementia** and their carers as well as improves memory whilst reducing anxiety and depression.

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.

A policy on contribution made by volunteers exists to highlight the actions to be taken in the recognition and management of gifts and the conditions under which gifts can be accepted. This allows Friends of Salisbury Medical Practice Charity to maintain a positive and beneficial relationship with donors in order to generate future and potentially greater levels of donor support.

The Friends of Salisbury Medical Practice trustees have delegated responsibility for the day to day management of the charitable funds to the Charity Administrator and Finance Lead Trustee.

Interest is accrued on all surplus funds.

Section D

Achievements and performance

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Summary of the main achievements of the charity during the year

The charity's new website was designed late 2017 and became active in March 2018, the website will raise awareness, with an aim to promote the charity and educate the local community. The long term goal is to encourage an increase in membership and volunteers, which will in turn boost donations and fundraising.

A charity logo was designed and approved in May 2018; this will help in familiarising the charity image among the local community. This expectantly leads to increased trust and a boost in donor acquisition.

Dementia Friendly Thai chi sessions aimed at benefiting the local Dementia community and carers, both physically and mentally. Physically it is a form of exercise that works the leg muscles that help with balance and coordination, reducing the number of falls. It enhances mobility and flexibility, improves posture, balance, strength and coordination. It also eases arthritis and fibromyalgia symptoms. Emotionally it reduces stress in people with dementia and their carers as well as improves memory whilst reducing anxiety and depression.

Funding has been allocated for the purchase of five AliveCor machines to be distributed around the Practice sites. The aim of this project is to increase people's awareness of their pulse and to detect Atrial Fibrillation (AF) by a simple pulse check using an AliveCor. These machines are an effective aid to the early detection of AF. AF is a major risk factor for stroke, and stroke is a leading cause of disability impacting on an individual's ability to live independently.

A 6 week course has been developed for family fitness within the community at two separate locations. The courses include physical activity for the whole family, healthy eating and informative sessions focussing on nutrition and health advice.

Section E

Financial review

Brief statement of the charity's policy on reserves

The reserves that we have set aside provide financial stability and the means for the development of our principle activity. We intend to maintain our reserves at a level which is at least equivalent to 6 months.

The Board of Trustees will review the amount of reserves quarterly to ensure that they are adequate to fulfil our continuing obligations.

Details of any funds materially in deficit

NA

Further financial review details (Optional information)

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

Our main source of income this year has been grant funding and patient donations.

Most expenditure has been applied to Dementia-Friendly Thai Chi sessions within the community to encourage health and wellbeing .

- investment policy and objectives including any ethical investment policy.

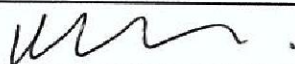
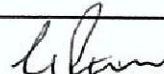
Section F Other optional information

The coming year will see a greater emphasis on raising funds and awareness through the local community i.e. membership and fundraising.

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)	DR REBECCA ELIZABETH SEABRIDGE.	GRAEME ROTHWELL
Position (eg Secretary, Chair, etc)	Secretary	CHAIR.
Date	1/11/18	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Friends of Salisbury Medical Practice

1172839

Receipts and payments accounts

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For the period
from

Period start date
2/5/2017

To

Period end date
2/11/2018

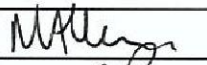

Section A Receipts and payments

	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, legacies	667	-	-	667	-
Grants	-	1,250	-	1,250	-
Start up donations	3,700	-	-	3,700	-
Wiltshire Council	528	-	-	528	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	4,895	1,250	-	6,145	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	4,895	1,250	-	6,145	-
A3 Payments					
Activities	-	620	-	620	-
Website costs	550	-	-	550	-
Fundraising materials	36	-	-	36	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	586	620	-	1,206	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	586	620	-	1,206	-
Net of receipts/(payments)	4,309	630	-	4,939	-
A5 Transfers between funds					
	-	-	-	-	-
A6 Cash funds last year end					
Cash funds this year end	4,309	630	-	4,939	-

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		-	-	-
		-	-	-
		-	-	-
	Total cash funds	-	-	-
	(agree balances with receipts and payments account(s))	Agreement Error	Agreement Error	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities		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
	MARTIN ALLEN	1/11/2018
	GRAEME ROTHWELL	1/11/2018