



Trustees' Annual Report for the period

	Period start date			Period end date		
From	02	11	2018	To	05	04
						2019

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
(eg. trust deed, constitution)

Constitution

How the charity is constituted
(eg. trust, association, company)

Association

Trustee selection methods
(eg. appointed by, elected by)

Vacancies arising may be filled by the decision of the members 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.

A communication and engagement strategy is in place.

The following policies are in place;

- Donations and charitable gift
- Fundraising Events Management
- Reserves
- Safeguarding
- Privacy notice

With the following currently under review;

- Complaints
- Allegations
- Risk Management

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 (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

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.

Summary of the main achievements of the charity during the year

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.

AliveCor machine purchased for use by patients at Fisherton House. 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 help 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.

Funding was completed for a 6 week Family Fitness course to give families that are not financially in a position to afford these classes an opportunity to benefit. The charity hopes to reduce social isolation, reduce chronic diseases in children, improve physical health, maintain mental wellbeing, increase healthy eating, and increase communication in families. These classes will be the focus for the charity in 2019-20.

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 of the charity;
- investment policy and objectives including any ethical investment policy adopted.

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

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

Section F

Other optional information

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)

CRAEME ROTHWELL

RUTH CROXALL

Position (eg Secretary, Chair, etc)

CHAIR.

COMMITTEE MEMBER.

Date

14-11-19



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name

No (if any)

Receipts and payments accounts

CC16a

For the period
from

Period start date
06/04/2018

To

Period end date
05/04/2019

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Donations	877			877	245
Grants		1000		1000	750
Start up donations					3700
Wiltshire council					528
Sub total (Gross income for AR)	877	1000		1877	5223
A2 Asset and investment sales, (see table).					
Sub total					
Total receipts				1877	
A3 Payments					
Activities		900			280
Website costs					550
Fundraising material	36				
Insurances	35				
Sub total	71	900		971	830
A4 Asset and investment purchases, (see table)					
Sub total					
Total payments	71	900		971	830
Net of receipts/(payments)	877	1000		906	5223
A5 Transfers between funds					
A6 Cash funds last year end				4393	
Cash funds this year end	806	100		5299	4393

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		0.00	0.00	0.00
		0.00	0.00	0.00
		0.00	0.00	0.00
	Total cash funds	0.00	0.00	0.00
	(agree balances with receipts and payments account(s))			

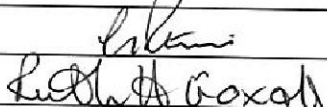
	Details	Agreement Error Unrestricted funds to nearest £	Agreement Error Restricted funds to nearest £	OK Endowment funds to nearest £
B2 Other monetary assets		0.00	0.00	0.00
		0.00	0.00	0.00
		0.00	0.00	0.00
		0.00	0.00	0.00
		0.00	0.00	0.00
		0.00	0.00	0.00
		0.00	0.00	0.00

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			0.00	0.00
			0.00	0.00
			0.00	0.00
			0.00	0.00
			0.00	0.00

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			0.00	0.00
			0.00	0.00
			0.00	0.00
			0.00	0.00
			0.00	0.00
			0.00	0.00
			0.00	0.00
			0.00	0.00
			0.00	0.00
			0.00	0.00

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			0.00	
			0.00	
			0.00	
			0.00	
			0.00	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	GRACIE ROTHWELL	14-11-19
	RUTH CROXALL	14-11-19