

Charity Registration No. 1116071

Company Registration No. 05617836 (England and Wales)

PRIMARY TRAUMA CARE FOUNDATION
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 NOVEMBER 2021

PRIMARY TRAUMA CARE FOUNDATION

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

Dr. R Frossard

Dr. N Rossiter

Dr. J Duarte

Dr. G Phillips

Mr A Taylor

Dr M Joseph

Dr M Nyirenda

Dr A Prasad

(Appointed 25 June 2021)

(Appointed 9 December
2021)

(Appointed 10 March
2022)

Charity number

1116071

Company number

05617836

Registered office

264 Banbury Road

Oxford

OX2 7DY

Accountants

Shaw Gibbs Limited

264 Banbury Road

Oxford

OX2 7DY

Bankers

Lloyds Bank plc

Commercial Banking

PO Box 1000

BX1 1LT

PRIMARY TRAUMA CARE FOUNDATION

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PRIMARY TRAUMA CARE FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 30 NOVEMBER 2021

The trustees present their annual report and financial statements for the year ended 30 November 2021.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Memorandum and Articles of Association, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016)

Objectives and activities

The main objective of the charity is to educate health workers in low resource environments to apply the same system of assessment, care and communication for the injured patient as is used globally. This applies globally, but has special relevance in low and middle-income countries (LMICs) and in the context of humanitarian disasters and conflict.

This is achieved by delivering training courses in trauma management for doctors and other health professionals, and preparing new, local instructors who can continue the process independently.

These training courses also encourage the prevention and early management of trauma, collecting and analysing data, and identifying methods of training that are most appropriate to the context.

The charity's work has increased the knowledge and skills of doctors and other health workers internationally which has benefited society as a whole by minimising the effect(s) of injuries relating to trauma.

This year has been very unusual as like most charities activity has been severely hampered by the global COVID-19 pandemic. For much of the year activity was limited. However by financial year end we had 82 enquiries from 39 countries who are beginning work again. To date 83 countries have been or are actively involved with PTC training.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake and what values and standards should pertain. The Charity Commission's guidance document CC3 was carefully considered.

The trustees are very grateful to the hundreds of volunteers who given their time and expertise to the work of the charity worldwide. It would not be possible to achieve such a global impact were it not for these dedicated professionals.

The charity is very involved in training doctors and other medical staff internationally and is heavily reliant on voluntary help. Besides those trustees who help to manage and run the charity, it relies on other doctors and medical professionals to help design and run the specific courses.

PRIMARY TRAUMA CARE FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 30 NOVEMBER 2021

Achievements and performance

The main activities continued worldwide up to March 2021 but were curtailed due to the COVID-19 pandemic and many of the healthcare professionals either being re-deployed or needing to change priorities to help with the management of the pandemic. Even with this with an estimated 30 - 60 courses have been run locally and independently on all five continents.

The charity's administration in Oxford continued to support many of these by providing relevant information and, where needed, some coordination. This is now done on a voluntary basis due to the charity's financial position – discussed agreed and ratified by the board and staff. Most courses are organised without reference to the charity, though the training materials remain the Intellectual Property of the charity, are published under the aegis of the World Health Organisation in Geneva and under the accreditation of the Royal College of Surgeons of Edinburgh (RCSEd). Médecins Sans Frontières (MSF), having adopted the PTC curriculum into their own training of doctors worldwide, have conducted the courses in several countries with the addition of special instructor training in Geneva. The MSF & PTC collaboration on research into the educational outcomes of their training – remains on hold due to the pandemic.

Work continued during the year on improving and translating the training materials into French and Spanish and making them available on the website. Strategic relationships have developed with several other organisations, not least by membership of the Global Alliance for Surgical, Obstetric, Trauma and Anaesthesia Care (G4 Alliance), in which the PTCF's Chief Executive previously served as a Director before his retirement in July 2021 - a position now taken by the Chair of the Trustees, who also sits on the strategic board, chairs the advocacy board, and, chairs a documentary committee. The charity enjoys widespread respect and in the next year plans to expand into new countries; to strengthen its epidemiological research; to complete formal links with selected universities and societies, and, potentially consider new objectives to aid with global Trauma care.

The trustees have reviewed the Charity Commission's guidance (CC3) to ensure the charity is compliant with the Duties of Trustees and with the Fundraising Regulator's voluntary standards in accordance with the Charities Act 2016. During the year the trustees also reviewed the charity's data management policies and practices in order to ascertain that it is compliant with the standards for data management and privacy that came into force with the General Data Protection Regulations (GDPR) in 2018.

Financial review

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The trustees considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. At the year end, the balance on unrestricted funds was a deficit £1,944 (2020: £2,197 positive). This amount has decreased since the year end.

The trustees are well aware of the precarious nature of the funds available to the charity and the threat of possible insolvency within the next 12 months. Considerable discussion has and is taking place on fundraising activities, possible restructuring of the charity to become a Foundation Charitable Incorporated Organisation - which occurred in September 2021 - and possible objective change. Discussions are on-going with The Royal College of Surgeons of Edinburgh regarding a possible formal partnership. In September 2021 an investment of £5,995 was made with a grant writing organisation, NPG, with the guarantee of return of investment if funds are not raised. Nil has been raised to date.

New discussions from Nov 21 – Feb 22 with The Intuitive Foundation has resulted in a \$60,000 grant being awarded to transform PTC onto a digital platform. As at 10 Mar 22 this has just been awarded but no monies or paperwork yet completed. The grant will come: 50% up front, 30% at an agreed milestone and 20% on completion of a final report.

Discussions with an independent fundraiser have also taken place to raise sustainable funding by other regular means. Discussion has also taken place on potential winding up if these plans do not come to fruition.

PRIMARY TRAUMA CARE FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 30 NOVEMBER 2021

The trustees, who are also the directors of Primary Trauma Care Foundation for the purpose of company law, are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these accounts, the trustees are required to:

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

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

Structure, governance and management

The charity was a company limited by guarantee incorporated on 9 November 2005, until restructuring as a CIO in September 2021. The governing document continues to be the Memorandum and Articles of Association as amended on 12 September 2013.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Dr. J De Courcy	(Retired 9 December 2021)
Dr. R Frossard	
Dr. N Rossiter	
Dr. J Duarte	
Dr. G Phillips	
Mr A Taylor	
Dr. R Jooma	(Retired 9 December 2021)
Dr M Joseph	(Appointed 25 June 2021)
Dr M Nyirenda	(Appointed 9 December 2021)
Dr A Prasad	(Appointed 10 March 2022)

PRIMARY TRAUMA CARE FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 30 NOVEMBER 2021

The trustees are recruited by a nomination committee who make a detailed review of potential candidates and conducted interviews. Recommendations are made to the board. The trustees are elected by the members at the Annual General Meeting. They hold office for three years, and may renew twice for two further three year terms if they wish and is agreed by the board.

None of the trustees have any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute up to £10 in the event of a winding up.

The Trustees in the form of the board of directors ensure the good governance of the charity, adhere to a strict code of ethics and regularly assesses conflicts of interest. For management purposes they work with the Chair, or Chief Executive if/when appointed, and are advised by regional representatives and experienced PTC practitioners worldwide.

The charity has previously employed the services of Oxford Leaders Limited, a company controlled by Charles Clayton. Mr Clayton performed the role of Chief Executive Officer for the charity, which was subject to an agreement negotiated with and reviewed by the trustees.

An insurance policy provides indemnity cover for the trustees and principal officers.

The charity has no physical address but uses the following addresses:

Registered Office: 264 Banbury Road, Oxford, OX2 7DY

Mailing Address: PO Box 880, Oxford, OX1 9PG

Supplier payment policy

The company's current policy concerning the payment of trade creditors is to follow the CBI's Prompt Payers Code (copies are available from the CBI, Centre Point, 103 New Oxford Street, London WC1A 1DU).

The company's current policy concerning the payment of trade creditors is to:

- settle the terms of payment with suppliers when agreeing the terms of each transaction;
- ensure that suppliers are made aware of the terms of payment by inclusion of the relevant terms in contracts; and
- pay in accordance with the company's contractual and other legal obligations.

There were no trade creditors at the year end.

Future plans

The board met on 23 July 2020 to assess the future prospects of the PTC Foundation. In light of the severe difficulties in raising funds in recent years, including the impact of the COVID-19 pandemic, and despite having an excellent reputation and a globally established curriculum for training medical personnel in trauma care worldwide, an entirely new plan is now essential. The trustees agreed unanimously to seek a suitable partner organisation that could assist, underwrite or subsume the charity. The process for this started immediately, as above, with the aim of completion before the end of June 2022. Further pursuit of funds from grants will be sought using the services of NPG. Discussions with an independent fundraiser will also occur to attempt to secure sustainable fundraising for core activities – with the aim of having an administrator, fund raiser and Chief Executive in post with sustained funding to ensure their employment. Pursuit of funds from research grants, particularly for the development of a digital platform for the modern innovative delivery of training assessment and research remotely will also occur. In the event that no suitable partners are found by that time, the trustees will consider other re-structuring options including suspension of the charity's activities but maintain its registration for a suitable period to allow the trustees to explore other options.

PRIMARY TRAUMA CARE FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 30 NOVEMBER 2021

The trustees' report was approved by the Board of Trustees.



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Dr. N Rossiter

Trustee

04 Apr 2022

Date:

PRIMARY TRAUMA CARE FOUNDATION

CHARTERED CERTIFIED ACCOUNTANTS' REPORT TO THE TRUSTEES ON THE PREPARATION OF THE UNAUDITED STATUTORY FINANCIAL STATEMENTS OF PRIMARY TRAUMA CARE FOUNDATION FOR THE YEAR ENDED 30 NOVEMBER 2021

In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the financial statements of Primary Trauma Care Foundation for the year ended 30 November 2021, which comprise the statement of financial activities and the related notes from the charity's accounting records and from information and explanations you have given us.

As a practising member firm of the Association of Chartered Certified Accountants, we are subject to its ethical and other professional requirements which are detailed at <https://www.accaglobal.com/gb/en/member/standards/rules-and-standards/rulebook.html>.

This report is made to the charity's trustees, as a body, in accordance with the terms of our engagement letter dated 3 June 2019. Our work has been undertaken solely to prepare for your approval the financial statements of Primary Trauma Care Foundation and state those matters that we have agreed to state to the charity's trustees, as a body, in this report in accordance with the requirements of the Association of Chartered Certified Accountants as detailed at https://www.accaglobal.com/content/dam/ACCA_Global/Technical/fact/technical-factsheet-163.pdf. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Primary Trauma Care Foundation and the charity's trustees as a body, for our work or for this report.

It is your duty to ensure that Primary Trauma Care Foundation has kept adequate accounting records and to prepare statutory financial statements that give a true and fair view of the assets, liabilities, financial position and deficit of Primary Trauma Care Foundation. You consider that Primary Trauma Care Foundation is exempt from the statutory audit requirement for the year, and is not required to obtain an independent examiner's report.}

We have not been instructed to carry out an audit or a review of the financial statements of Primary Trauma Care Foundation. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the statutory financial statements.

Shaw Gibbs Limited

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Chartered Certified Accountants

264 Banbury Road
Oxford
OX2 7DY

PRIMARY TRAUMA CARE FOUNDATION

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 30 NOVEMBER 2021

		Unrestricted funds	Unrestricted funds
		2021	2020
	Notes	£	£
Income from:			
Donations and legacies	3	7,758	4,959
		<hr/>	<hr/>
Expenditure on:			
Raising funds	4	7,490	7,056
		<hr/>	<hr/>
Charitable activities	5	4,409	7,021
		<hr/>	<hr/>
Total resources expended		11,899	14,077
		<hr/>	<hr/>
Net expenditure for the year/ Net movement in funds		(4,141)	(9,118)
Fund balances at 1 December 2020		2,197	11,315
		<hr/>	<hr/>
Fund balances at 30 November 2021		(1,944)	2,197
		<hr/>	<hr/>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

PRIMARY TRAUMA CARE FOUNDATION

BALANCE SHEET

AS AT 30 NOVEMBER 2021

	Notes	2021 £	£	2020 £	£
Current assets					
Cash at bank and in hand		4,661		5,780	
Creditors: amounts falling due within one year					
	10	(6,605)		(3,583)	
Net current (liabilities)/assets			(1,944)		2,197
Income funds					
Unrestricted funds			(1,944)		2,197
			(1,944)		2,197

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 30 November 2021.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

04 Apr 2022

The financial statements were approved by the Trustees on



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Dr. N Rossiter
Trustee

Company Registration No. 05617836

PRIMARY TRAUMA CARE FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 NOVEMBER 2021

1 Accounting policies

Charity information

Primary Trauma Care Foundation is a private company limited by guarantee incorporated in England and Wales. The registered office is 264 Banbury Road, Oxford, OX2 7DY.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's Memorandum and Articles of Association, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

Costs of raising funds comprise the costs of raising, recording and managing donations to further the purposes of the charity and their associated support costs.

PRIMARY TRAUMA CARE FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 NOVEMBER 2021

1 Accounting policies

(Continued)

Expenditure on charitable activities includes the costs of running the training courses undertaken to further the purposes of the charity and their associated support costs.

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include bank office costs, finance, and governance costs which support the charitable activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities as a proportion of time spent as advised by the Chief Executive Officer.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures, fittings & equipment	25% reducing balance
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1.7 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

PRIMARY TRAUMA CARE FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 NOVEMBER 2021

3 Donations and legacies

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
Donations and gifts	7,758	4,959
	<u> </u>	<u> </u>

4 Raising funds

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
<u>Fundraising and publicity</u>		
Other fundraising costs	7,163	6,613
Support costs	327	443
	<u> </u>	<u> </u>
Fundraising and publicity	7,490	7,056
	<u> </u>	<u> </u>
	<u>7,490</u>	<u>7,056</u>

5 Charitable activities

	Primary Trauma Research 2021	Primary Trauma Research 2020
	£	£
Charitable expenditure - travel	-	57
Share of support costs (see note 6)	1,138	3,760
Share of governance costs (see note 6)	3,271	3,204
	<u> </u>	<u> </u>
	<u>4,409</u>	<u>7,021</u>

PRIMARY TRAUMA CARE FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 NOVEMBER 2021

6 Support costs	Support costs	Governance costs	2021	Support costs	Governance costs	2020	Basis of allocation
	£	£	£	£	£	£	
Administration and secretarial	378	42	420	2,844	316	3,160	Time incurred
Printing, postage and stationery	306	-	306	509	-	509	Management estimate
Website development	781	87	868	850	94	944	Allocation of website space
Bank charges	-	133	133	-	143	143	Governance
Insurances	-	425	425	-	343	343	Governance
Legal and professional	-	88	88	-	208	208	Governance
Accountancy costs	-	2,496	2,496	-	2,100	2,100	Governance
	<u>1,465</u>	<u>3,271</u>	<u>4,736</u>	<u>4,203</u>	<u>3,204</u>	<u>7,407</u>	
Analysed between							
Fundraising	327	-	327	443	-	443	
Charitable activities	1,138	3,271	4,409	3,760	3,204	6,964	
	<u>1,465</u>	<u>3,271</u>	<u>4,736</u>	<u>4,203</u>	<u>3,204</u>	<u>7,407</u>	

PRIMARY TRAUMA CARE FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 NOVEMBER 2021

7 Trustees

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

During the year a total of £919 (2020: £1,044) was received from two (2020: two) trustees as donations.

8 Employees

The average monthly number of employees during the year was:

	2021 Number	2020 Number
Total	-	-

There were no employees whose annual remuneration was more than £60,000.

9 Tangible fixed assets

	Fixtures, fittings & equipment £
Cost	
At 1 December 2020	726
At 30 November 2021	726
Depreciation and impairment	
At 1 December 2020	726
At 30 November 2021	726
Carrying amount	
At 30 November 2021	-
At 30 November 2020	-

10 Creditors: amounts falling due within one year

	2021 £	2020 £
Other creditors	3,022	-
Accruals and deferred income	3,583	3,583
	6,605	3,583

11 Related party transactions

PRIMARY TRAUMA CARE FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 NOVEMBER 2021

11 Related party transactions

(Continued)

Transactions with related parties

During the year a company in which a trustee has a material interest, loaned the charity £3,000. This is included in other creditors (2020: £Nil). The loan is interest free and repayments will only become due if the charity succeeds in raising income in excess of £6,000.

Also included in other creditors is £22 (2020: £Nil) owed to a trustee. This amount is unsecured and interest free with no fixed repayment terms.



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Parties involved with this document

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Audit history log

Date	Action
Mon, 4th Apr 2022 21:12:55 BST	The envelope has been signed by all parties. (212.237.221.69)
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Mon, 4th Apr 2022 8:18:00 BST	Nigel Rossiter has been assigned to this envelope (89.197.20.206)
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