

PRIMARY CARE DERMATOLOGY SOCIETY

England & Wales · Charity number 1109376

Details

Other names	PCDS
Status	Registered
Legal form	Charitable company
Company number	05254647
Registered	2005-05-09
Register	View on the Charity Commission register

Contact

Address	c/o MOORE KINGSTON SMITH LLP The Shipping Building The Old Vinyl Factory Blyth Road Hayes UB3 1HA
Phone	020 8848 5500
Email	pcds@pcds.org.uk
Website	www.pcds.org.uk

Activities

Objects: The Charity's Object is: the relief of sickness by advancing the education of healthcare professionals providing primary healthcare services in dermatology and promoting research into dermatology and publishing the useful results of such research.

Activities: The Primary Care Dermatology Society was formed after recognising the need for a forum where GPs could exchange views on primary care dermatology, develop their skills and progress clinical research in this developing field of medicine. The Society now includes all healthcare professionals providing primary healthcare services in dermatology.

Classification

- **How:** Provides Advocacy/advice/information, Sponsors Or Undertakes Research, Acts As An Umbrella Or Resource Body
- **What:** The Advancement Of Health Or Saving Of Lives
- **Who:** The General Public/mankind

Geography

- **Area of benefit:** NOT DEFINED. IN PRACTICE NATIONAL AND OVERSEAS
- Scotland

Finances

Period end	Income	Expenditure	Assets	Employees
2025-10-31	£983,415	£1,022,056	£359,186	0
2024-10-31	£948,613	£976,392	£397,827	0
2023-10-31	£961,207	£894,530	£425,606	0
2022-10-31	£723,817	£661,255	£358,929	0
2021-10-31	£550,006	£570,461	£296,367	0
2020-10-31	£450,057	£393,455	-	-

Trustees

Name	Role	Appointed
Alan Borthwick		2023-06-09
Barbara Page		2014-06-21
Dr Inma Mauri-Sole		2019-06-08
Dr Michelle Ralph		2022-06-10
Geoffrey Holmes		2023-06-09
Hannah Wainman		2026-06-05
Ivan Bristow		2019-06-07

Accounts

**Primary Care Dermatology Society
(Limited by Guarantee)**

Report and unaudited Financial Statements

Year Ended

31 October 2023

Company number 05254647

Charity number 1109376

**PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)**

Annual report and unaudited financial statements for the year ended 31 October 2023

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Directors/Trustees

Mrs B Page
Dr I Bristow
Dr I Mauri-Sole
Dr M Ralph
Mr A Borthwick
Mr G Holmes
Mr S Kownacki

Secretary and Registered Office

Graham Bolton
The Shipping Building
The Old Vinyl Factory
Blyth Road
Hayes
Middlesex
UB3 1HA

Company number

05254647

Charity number

1109376

**PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)**

Report of the Trustees for the year ended 31 October 2023

The Trustees present their report and the unaudited financial statements for the year ended 31 October 2023.

The Trustees who served throughout the year were:

Mrs Gladys Edwards – resigned 9th June 2023
Mr A Jordan – resigned 3rd January 2023
Dr Michelle Ralph
Mrs B Page MBE
Mr I Bristow
Dr I Mauri-Sole
Mr A Borthwick – appointed 9th June 2023
Mr G Holmes – appointed 9th June 2023
Mr S Kownacki – appointed 9th June 2023

The day to day running of the Society is delegated to Dr T. Cunliffe.

Secretary

Graham J Bolton

Executive Chair

Dr T Cunliffe

Independent examiner

Moore Kingston Smith LLP
The Shipping Building
The Old Vinyl Factory
Blyth Road
Hayes
Middlesex
UB3 1HA

Bankers

Barclays Bank plc
62-64 High Street
Watford
Herts
WD17 2BT

Solicitors

Hempsons
100 Wood Street
Barbican
London
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PRIMARY CARE DERMATOLOGY SOCIETY (Limited by Guarantee)

Report of the Trustees for the year ended 31 October 2023 (Continued)

Structure, Governance and Management

Governing document

Primary Care Dermatology Society (PCDS) is established as a company limited by guarantee and is registered as a charity with the Charity Commission. The affairs of the Society are governed by its Memorandum and Articles of Association last amended on 10 June 2011. The amendment in June was introduced to authorise the remuneration of Trustees where they provide services to the Society outside of the roles as Trustees. The liability of each member in the event of the Society being wound up is limited to a sum not exceeding £10.

The Primary Care Dermatology Society was originally formed in 1994 as an unincorporated charity (No. 1046172). This charity ceased activity on the 31st October 2005 and its assets, totalling £97,494 were transferred to the new incorporated charity, under an Agreement for the Transfer of Assets dated 1 November 2005.

The directors of the company are also charity Trustees for the purposes of charity law and under the company's Articles are known as members of the Charity. Under the requirements of the Memorandum and Articles of Association, at each annual general meeting one third of the Directors or, if their number is not 3 or a multiple of 3, the nearest to one third must retire from office. The number of Directors shall be not less than three (unless otherwise determined by ordinary resolution) but shall not be subject to any maximum. Trustees are nominated for election because of the skills, expertise and knowledge that they can bring to the organisation. It is the existing Trustees' responsibility to identify potential Trustees with appropriate skills and background. Two members of the current Board of Trustees interview every potential Trustee and report back to the Board with their recommendations. Following their agreement, the Chairman invites potential Trustees to put themselves forward for election at the AGM.

Key management personnel remuneration

The trustees consider the board of Trustees and the Executive Chair as comprising the key management personnel of the charity in charge of directing and controlling the charity, and running and operating the charity on a day to day basis. Trustees are responsible for the management of PCDS for which they receive no remuneration. The remuneration of the Executive Chair is agreed by Trustees when setting the annual budget. This is due to be reviewed before the current Executive Chair steps down. Trustees will discuss and agree the future development of the role and the appropriate level of remuneration.

Risk management

PCDS has a comprehensive Risk Assessment Policy which categorises the impact of the principal risks to the Society. The key risks are around obtaining sufficient corporate sponsorship and the possible impact this could have on financial planning and management, This is regularly discussed and monitored at Trustee Meetings as well as Business meetings which are attended by the Chair of Trustees.

Financial Review

During the year the Society received corporate sponsorship of £474,065 (2022 - £343,448). In addition, it received subscriptions of £37,886 (2022 - £25,629) and educational meeting attendance fees of £447,624 (2022 - £354,648). The cost of educational meetings was £805,877 (2022 - £598,495), which is clearly heavily subsidised by the corporate sponsorship.

Reserves at the year-end were £425,606 (2022 - £358,929), which were all unrestricted. Cash and bank balances at the year-end stood at £523,133 (2022 - £445,084).

**PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)**

Report of the Trustees for the year ended 31 October 2023 (*Continued*)

Objectives and Activities

The unincorporated Primary Care Dermatology Society was formed in July 1994 after recognising the need for a forum where GPs could exchange views on primary care dermatology, develop their skills and progress clinical research in this developing field of medicine.

As ongoing changes continue to occur in the NHS, moving more patient care into the community, the PCDS in collaboration with Consultant Dermatologists aims to assist all primary care healthcare professionals in the disease management of chronic skin disorders. In addition, the development of GPs with Extended Roles (GPERs) in dermatology requires a voice and forum for support and discussion which the PCDS is ideally placed to provide.

The Society's objects, as set out in the Memorandum and Articles of Association are the relief of sickness by advancing the education of general practitioners in dermatology and promoting research into dermatology and publishing the useful results of such research.

In May 2019 the Society opened membership to all members of the primary healthcare team and have welcomed new members from the fields of podiatry, clinical & community pharmacy as well as nurses.

We have referred to the guidance in the Charity Commission's general guidance on Public Benefit including the guidance 'public benefit: running a charity (PB2)' when reviewing our aims and objectives and in planning our future activities. We believe that the activities we undertake are a clear benefit to the public and in accordance with the aims and objectives we have set.

The primary objectives for the Society are as follows:-

- To provide an innovative forum for all members of the primary healthcare team with a common interest in dermatology to exchange views and ideas, encourage research, improve patient management and promote education for the healthcare team
- To encourage an interest and provide an arena to promote and establish a clearer understanding of dermatology in primary care
- To create wider awareness and appreciation of the benefits of shared care and to encourage strong links with specialist groups such as the British Association of Dermatologists (BAD), the Royal College of General Practitioners and the British Dermatology Nurses Group.

**PRIMARY CARE DERMATOLOGY SOCIETY
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Report of the Trustees for the year ended 31 October 2023 (*Continued*)

Strategies

Up to 25% of patients consulting their GP either present with, or are found to have, a dermatological condition in any one year. Since GPs receive little or no formal postgraduate training in dermatology (Freedom of Information research in 2019 by the Dermatology Council for England), and undergraduate dermatological teaching is often minimal or even absent, there is a substantial mismatch between the level of dermatology knowledge in the community and the incidence of skin disease.

In 2008 The Royal College of General Practitioners (RCGP) published 'Good Medical Practice for General Practitioners', and since 2009 all doctors must be registered with the GMC, with a licence that is subject to 5 yearly revalidation. As part of the revalidation process GPs must undertake annual appraisal, which has to be signed off by their appraiser. The appraisal includes continuous professional development and quality improvement activities. Additionally, GPs require a five-yearly colleague and patient feedback. It is expected that clinicians have reflected on their learning and that changes to practice have been implemented.

In order to improve dermatology knowledge in the community and provide continuous professional development that will help GPs with their annual appraisal and subsequent revalidation, there is a great need for more dermatology education in the UK. The PCDS is in a great position to deliver unbiased, quality dermatology education, and since opening its membership in 2019, the society is in an excellent position to deliver this education across the whole Primary Care team. As a Society with members working in Primary, Intermediate and Secondary Care, it is able to provide education based on national guidelines and long-term experience of managing dermatology in the community. The Education Sub Committee of the Society selects topics and approaches the most appropriate healthcare professionals to deliver presentations as part of the four main PCDS conferences, as well as the society's other educational programs including its Dermoscopy and Essential Dermatology programmes.

Furthermore, the Society continues to represent the national accreditation team for Dermatology GPs with Extended Roles (GPwERs), having been the driving force behind the development this programme.

The NHS Long Term Plan published in January 2019 set the direction for service delivery in Primary, Community and Secondary Care working towards Integrated Care Systems (ICS). This prompted Clinical Commissioning Group (CCG) merger activity in many parts of the country. Primary Care Networks have been developed with national and local directives to deliver population-based health care. In all these developments lie opportunities for service delivery taking on a more joined up approach, improving the patient journey and experience. In many regions Dermatology is at the forefront of integrated care, but integral to this is the need to upskill Primary Care health professionals in both clinical dermatology and service development, something that the PCDS is well-placed to help facilitate.

**PRIMARY CARE DERMATOLOGY SOCIETY
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Report of the Trustees for the year ended 31 October 2023 (*Continued*)

Various RCGP regions and some CCGs already use the Society's services to train their Vocational Training Registrars and other local GPs on a regular basis. The academic department of the RCGP has, in conjunction primarily with the PCDS (using its website and educational conferences) and the BAD (providing guideline documents) developed a comprehensive library of dermatological educational materials acting as electronic reference for GPs.

The Society continues to work closely with the British Association of Dermatologists (BAD), Dermatology Council for England, All Party Parliamentary Group on Skin, NICE, the MHRA, and other professional groups to further the awareness and importance of dermatology. The Society is affiliated to the BAD.

**PRIMARY CARE DERMATOLOGY SOCIETY
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Report of the Trustees for the year ended 31 October 2023 (Continued)

Achievements and Performance

In 2022/23 the following meetings took place –

Scottish Meeting	12 November	Marriott Courtyard SEC, Glasgow
Annual Meeting	11/12 March	Crewe Hall, Crewe
Advanced Dermoscopy	15 June	Cavendish Conference Centre
Where Dermatology meets ...	21 June	Cavendish Conference Centre
Dermatology from Scratch	16 November	Cavendish Conference Centre

The very successful new brand of Summer meeting ‘Where Dermatology meets ...’ was continued in 2023 with a collaboration with the Primary Care Rheumatology & Musculoskeletal Society ‘Where Dermatology meets Rheumatology & MSK’. The meeting attracted over 122 delegates in a mix of in person, live streaming and then the recording was available post meeting.

Essential Dermatology Series 1 & 2 meetings 2022/23:-

ED1

1 st March	Cavendish Conference Centre, London
28 th March	Abergavenny
10 th May	Telford Golf Hotel & Spa
24 th May	Bristol
5 th July	Holiday Inn, High Wycombe
12 th October	Doubletree Hilton, Leeds
8 th November	Cavendish Conference Centre, London
23 rd November	Hilton Hotel, Leicester

ED2

16 th March	Cavendish Conference Centre, London
13 th September	Cavendish Conference Centre, London
19 th October	Manchester Conference Centre

In 2022/23 further sponsorship was obtained to underpin the Essential Dermatology series and both Galderma and Leo joined Dermal, Almirall and La Roche Posay as sole sponsors. This total sponsorship amounted to £63,000.

A total of 557 delegates were educated during 2022/23.

**PRIMARY CARE DERMATOLOGY SOCIETY
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Report of the Trustees for the year ended 31 October 2023 (Continued)

Dr Tim Cunliffe has completed his work as clinical lead at the Royal College of General Practitioners (RCGP) to develop the framework for General Practitioners with Extended Roles (GPwER). The BAD has now taken over the administration of the Dermatology GPwER scheme, with Naomi Kemp from the PCDS committee as the joint-lead. Tim has also completed his work with an MHRA group that reviewed the prescribing of isotretinoin for moderate-severe acne; the endpoint was that isotretinoin can now be prescribed from community dermatology GPwER/GPwSI clinics.

The Society continues to assess the needs of the membership regarding dermatology education and the education sub-committee take these requests into consideration when drawing up the programmes and where they are held. This is achieved by asking delegates to complete evaluation forms at the end of every meeting and by on-line questionnaires.

There continues to be a demand for surgical training and the Society now provides two courses per year for GPs and nurses to further develop their skills. These are, by virtue of their trainer and equipment intensive in nature, expensive to provide but receive high satisfaction ratings from attendees, as do all the meetings. These will continue whilst there is demand. Both surgical courses ran during 2022/23, in Darlington on 19th/20th May and in London on 20th/21st October. Darlington Hospital has been booked for May 2024 and St George's Hospital, London will be booked again for October 2024.

The latest NICE guidelines on skin cancer, including basal cell carcinoma, has significant implications on patients, GPs, Dermatology GPwER/GPwSI, and secondary care providers. Specifically for GPs is the need to upskill in dermoscopy. The PCDS was one of the stakeholders in the development of these guidelines and is the frontrunner in dermoscopy education.

One Advanced Dermoscopy meeting was held during 2022/23 with 89 attending. As this is a huge improvement on previous years the Society has decided to run two in 2024.

Dermatology from Scratch was piloted in Manchester in April and was attended by 97 delegates. The London course in November attracted 73 delegates. Two are planned for 2024. Individual Committee members and many regional members continue to give lectures and training for their local Post Graduate Centres (PGC), the Vocational Training Schemes (VTS) and in some cases for medical students.

Collaborations with other clinical groups continue such as Podiatrists, Nurses and Clinical Pharmacists and they are invited to appropriate meetings, further plans are in development to hold joint meetings wherever possible.

The Department of Health (DoH) has delegated some of their responsibilities to Public Health England and to the devolved parliament and assemblies. The Society continues to actively contribute where possible regarding guideline development and advice for the development of dermatology services and medicines provision. The society continues to work with the All Party Parliamentary Group on Skin (APPGS) on which it is represented and to which it actively contributes.

**PRIMARY CARE DERMATOLOGY SOCIETY
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Report of the Trustees for the year ended 31 October 2023 (*Continued*)

In June 2023 a further strategy day was held which included members of both the Trustee and Executive Committees. This meeting concentrated on developing the programme for the 30th Anniversary meeting in March 2024. This aims to further elevate the profile of the Society and attract more members.

Members of the Executive Committee are active on other Committees such as the Dermatology Council for England, various Scottish committees which equate with the UK bodies, local advisory groups e.g. CCGs around the country, and contribute hugely to the dermatology care of patients through support of patient support groups and via the media.

**PRIMARY CARE DERMATOLOGY SOCIETY
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Report of the Trustees for the year ended 31 October 2023 (*Continued*)

Plans for future periods 2023/24

The Society has organised the following educational meetings to be held during 2023/24. We are already seeing large numbers of delegates applying for places at planned meetings.

Main meetings for the period include –

Scottish Meeting	14 September	Village Hotel, Edinburgh
Annual Meeting	8/9 March	Leonardo Royal Hotel City, London
Advanced Dermoscopy	13 June	Cavendish Conference Centre
Where Dermatology meets ...	27 June	Delta Marriott Hotel, Liverpool
Dermatology from Scratch	17 April	Burlington Hotel, Birmingham
Dermatology from Scratch	26 September	Village Hotel, Leeds
Surgical Meeting	17/18 May	Darlington
Surgical Meeting	18/19 October	St George's Hospital, London

It was agreed at the Strategy Day that the Society would start to develop relationships with other primary care societies. The primary care partner for 2024 is Liverpool Dental School.

Sponsorship for the Essential Dermatology Society series has been secured for 2023/24 once again with £60,000 from Dermal, Almirall, La Roche Posay, Galderma and Leo which underpins each course.

Essential Dermatology Meetings 2023/24:-

ED1

20 th February	Abergavenny
21 st February	Swansea
12 th March	Cavendish Conference Centre
25 th April	Manchester Conference Centre
25 th June	Delta Marriott Hotel, Liverpool
18 th September	Miskin Manor, Cardiff
16 th October	Cavendish Conference Centre
30 th October	Burlington Hotel, Birmingham

ED2

21 st March	Holiday Inn, Regent's Park, London
25 th September	Village Hotel, Leeds

**PRIMARY CARE DERMATOLOGY SOCIETY
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Report of the Trustees for the year ended 31 October 2023 (Continued)

Dermoscopy Meetings 2023/24:-

DFAB

1 st February	Live Webinar
13 th March	Cavendish Conference Centre
24 th April	Manchester Conference Centre
9 th May	Stratford Manor Hotel, Stratford Upon Avon
22 nd May	Miskin Manor, Cardiff
12 th June	Cavendish Conference Centre
26 th June	Delta Marriott Hotel, Liverpool
13 th September	Village Hotel, Glasgow
17 th September	Abergavenny
17 th October	Cavendish Conference Centre

DFI

10 th April	Cavendish Conference Centre
18 th April	Burlington Hotel, Birmingham
12 th September	Village Hotel, Edinburgh
31 st October	Holiday Inn, High Wycombe

The Society will also be attending conferences organised by other organisations to raise the profile and work of the Society and to attract new members. Once again representation will be at the Foot and Ankle Show in Liverpool, Primary Care Live at the NEC, Best Practice (2 big 2-day conferences at Olympia and the NEC in Birmingham which attracts thousands of members of the primary care team), Urgent Care Conference, Diabetes Professional Care as well as Paramedic conference and Guidelines Live at Excel in November. The BAD has offered a free stand at their annual conference in Manchester in July 2024.

Plans to expand education programmes to primary care practitioners, non-prescribers, pharmacists, podiatrists and indeed any other member of primary care. A draft programme has been developed and will be piloted in 2024.

A programme targeting clinical and community pharmacists is also being developed.

The Society continues to be contacted by CCGs/ICBs and other organisations across the UK requesting education courses in their locality. An estimated cost for the provision of bespoke education is provided on an individual basis.

The Society has added Patient Information Leaflets to the website and these have been very well received.

On Saturday, 20 January 2024 the Society will be hosting its fourth International Virtual Dermoscopy meeting.

An educational grant has been secured from Novartis to develop an urticaria pathway to join the other pathways which are given away at conferences and exhibitions.

**PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)**

Report of the Trustees for the year ended 31 October 2023 (*Continued*)

Work continues to develop the members element of the website to replace the work placed on MedShr which is ceasing in 2024.

Four Skin Clubs were held online during the year. All were very well attended and a further 4 are planned for 2024.

The Society commissioned two patient information leaflets in cartoon form for eczema and psoriasis. Both of these were sponsored by pharmaceutical partners.

PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)

Report of the Trustees for the year ended 31 October 2023 (*Continued*)

Reserves policy

The trustees are resolved to limit spending each year to an amount considered to balance the interest of the current and future beneficiaries of the Society's work. The trustees have established a policy of retaining funds equivalent to 3 months of expenditure in order to protect the Society's core activities in the event of a shortfall in income. This was estimated to be approximately £150,000. Unrestricted reserves at the balance sheet date totalled £425,606 (2022 - £358,929). Although the amounts in reserve exceed the target, over the years the organisation has seen fluctuations in financial results from year to year and therefore the trustees do not see the level of reserves as excessive.

Qualifying 3rd Party Indemnity Provisions

The charitable company has granted an indemnity to its trustees against liability in respect of actions brought by third parties, subject to the conditions set out in the Companies Act 2006. Such qualifying third party indemnity provision remains in force as at the date of approving the Trustees' Report.

**PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)**

Report of the Trustees for the year ended 31 October 2023 (Continued)

Statement of Trustees' Responsibilities

The Trustees (who are also directors of Primary Care Dermatology Society for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company 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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year. In preparing those financial statements, 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 financial statements; and
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

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

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

Signed on behalf of Trustees

Inma Mauri-Sole
Chair



Dated

8/6/24

**PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)**

Independent Examiners Report to the members of Primary Care Dermatology Society

I report to the charity trustees on my examination of the accounts of Primary Care Dermatology Society for the year ended 31st October 2023.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of The Institute of Chartered Accountants in England & Wales, which is one of the listed bodies.

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

- (1) accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
- (2) the accounts do not accord with those records; or
- (3) the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination; or
- (4) the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities.

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.



Jonathan Seymour
For and on behalf of Moore Kingston Smith LLP
Chartered Accountants

Date: 18 June 2024

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The Old Vinyl Factory
Blyth Road, Hayes
Middlesex
UB3 1HA

PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)

Statement of financial activities (incorporating an income and expenditure account)
for the year ended 31 October 2023

		Unrestricted Total Funds	Unrestricted Total Funds
	Note	2023	2022
		£	£
Income and endowments from:			
Corporate sponsorship		474,065	343,448
Subscriptions		37,886	25,629
Investments	2	1,632	92
Charitable activities			
Educational meeting attendance fees		447,624	354,648
Total income		961,207	723,817
Expenditure on:			
Raising funds			
Fundraising costs	3	88,653	62,760
Charitable activities:			
Educational meetings	4	805,877	598,495
Total expenditure		894,530	661,255
Net (expenditure)/income		66,677	62,562
Resources b/fwd		358,929	296,367
Balance as at 31 October 2023		425,606	358,929

All amounts relate to continuing activities.
All gains and losses recognised in the year are included above.

The notes on pages 19 to 24 form part of these financial statements.

PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)

Balance sheet at 31 October 2023

	Note	2023	2022
		£	£
Fixed assets			
Tangible assets	8	505	-
Current assets			
Debtors	9	81,107	44,762
Cash and bank balances		523,133	445,084
		<u>604,240</u>	<u>489,846</u>
Creditors: amounts falling within one year	10	(179,139)	(130,917)
Net current assets		<u>425,101</u>	<u>358,929</u>
Net assets		<u>425,606</u>	<u>358,929</u>
Financed by:			
Unrestricted funds	11	425,606	358,929

For the year ending 31 October 2023 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies. The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

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

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

The financial statements were approved and authorised for issue on _____ and signed on its behalf by:

Inma Mauri Sole
Trustee (Chair)



8/6/24

The notes on pages 19 to 24 form part of these financial statements.

Company Registration No. 05254647

PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)

Statement of Cash Flows for the year ended 31 October 2023

	2023	2022
	£	£
Cash flows from operating activities		
Net (expenditure)/income for the year	66,677	62,562
Add back depreciation	253	-
	66,930	62,562
Purchase of fixed assets	(758)	-
Adjustments for:		
Interest receivable	(1,632)	(92)
Decrease/(increase) in debtors	(36,345)	27,207
Increase/(decrease) in creditors	48,222	(5,867)
Net cash generated/(used) in operating activities	76,417	83,810
Cash flows from investing activities		
Interest received from investments	1,632	92
Net cash (used in) / provided by investing activities	1,632	92
Cash flows from financing activities	-	-
Change in cash and cash equivalents in the reporting period	78,049	83,902
Cash and cash equivalents at the beginning of the year	445,084	361,182
Cash and cash equivalents at the end of the year	523,133	445,084

**PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)**

Notes forming part of the financial statements for the year ended 31 October 2023

1 Accounting policies

Primary Care Dermatology Society is a company limited by guarantee, domiciled and incorporated in England and Wales. The registered office is The Shipping Building, The Old Vinyl Factory, Blyth Road, Hayes, Middlesex, UB3 1HA.

Basis of accounting

The financial statements have been prepared in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). The company is a public benefit entity for the purposes of FRS 102 and a registered charity established as a company limited by guarantee and therefore has also prepared its financial statements in accordance with the 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 (The FRS 102 Charities SORP), the Companies Act 2006 and Charities Act 2011.

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

Going Concern

The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the company to continue as a going concern. The trustees make this assessment in respect of a period of one year from the date of approval of the financial statements. The company had a surplus for the year of £66,677 and had net assets of £425,606. The trustees have also considered the forecast cash flows and believe that the company will be able to continue in business and meet its liabilities as they fall due for a period of at least twelve months from the date of approval of the financial statements.

Income

Subscriptions, sponsorship and other income is accounted for in the year in which it is receivable. Income from attendance fees for educational meetings is recognised in the year in which they are held.

Where a sponsorship has been specified as relating to a future accounting period or where subscriptions relate to a future accounting period, the income is deferred until that period. All income deferred in the previous year has been recognised in the current year.

Income from investments

Bank interest is accounted for when received.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to the expenditure. Expenses are accounted for on an accruals basis.

**PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)**

Notes forming part of the financial statements for the year ended 31 October 2023 (Continued)

1 Accounting policies (continued)

Costs of generating funds comprise of those costs directly attributable to generating sponsorship income.

Charitable activities include all expenditure incurred in pursuance of the Society's objectives.

Governance costs comprise of all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to the preparation and examination of the financial statements and legal fees.

Support costs include general administrative costs and are apportioned to appropriate expense categories on a percentage of total cost basis.

Tangible fixed assets and Depreciation

Tangible fixed assets are included at cost. Depreciation is provided to write off the cost, less estimated residual values, of all tangible fixed assets, evenly over their expected useful lives. It is calculated at the following rates:

Computer software and office equipment - 33.3% per annum straight line

Financial instruments

Cash and cash equivalents comprise cash at banks and in hand, including short term deposits with a maturity date of three months or less.

Debtors and Creditors

Debtors and creditors receivable or payable within one year of the reporting date are carried at their transaction price.

Funds

Unrestricted funds comprise of the accumulated excess of incoming resources over resources expended on the Statement of Financial Activities. They are available for use at the discretion of the Trustees in furtherance of the general objectives of the Society.

Taxation

No provision has been made for taxation as the Society's status renders it exempt from UK direct taxation.

PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)

Notes forming part of the financial statements for the year ended 31 October 2023 *(Continued)*

1 Accounting policies (continued)

Judgements and key sources of estimation uncertainty

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions 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.

The judgement that management has made in the process of applying the charity's accounting policies which has the most significant effect on the amounts recognised in the accounts is the allocation of support costs across activities.

2 Investment income

	2023	2022
	£	£
Interest on cash deposits	1,632	92
	<u><u>1,632</u></u>	<u><u>92</u></u>

3 Costs of generating funds

	2023	2022
	£	£
Signature Healthcare - secretariat management fee for fundraising	72,251	51,379
Support costs	16,402	11,381
	<u><u>88,653</u></u>	<u><u>62,760</u></u>

4 Charitable activities

	2023	2022
	£	£
Venue costs	259,570	121,092
Honoraria	75,465	63,384
Other meeting related costs	126,672	107,042
Signature Healthcare - secretariat management fee for educational meetings	193,031	198,446
Support costs	151,139	108,531
	<u><u>805,877</u></u>	<u><u>598,495</u></u>

PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)

Notes forming part of the financial statements for the year ended 31 October 2023 *(Continued)*

5 Support costs

	2023	2022
	£	£
Office expenses	14,378	15,412
Professional fees and website maintenance	16,078	3,548
Irrecoverable VAT	65,439	45,026
Postage and courier cost	773	315
Travel and subsistence	-	-
Governance costs (see Note 6)	70,873	55,611
	167,541	119,912
Apportioned to:		
Costs of generating funds	16,402	11,381
Charitable activities	151,139	108,531
	167,541	119,912

6 Analysis of governance costs

	2023	2022
	£	£
Independent examiners/auditors remuneration is broken down as follows:		
Independent examination/audit of the financial statements	6,226	4,875
Other governance costs include:		
Bookkeeping	7,280	6,720
Accountancy	6,065	4,869
Administrative support	42,620	39,147
Legal & professional fees	8,683	-
	70,873	55,611

PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)

Notes forming part of the financial statements for the year ended 31 October 2023 (*Continued*)

7 Trustees and other employees

The Society had no staff costs in the year as it had no employees. The Society's key management personnel comprise the trustees and the Executive Chair. The total employment benefits of the key management personnel were £28,800 (2022: £28,800).

Five trustees had expenses reimbursed totalling £3,741 (2022 - £746 to five trustees) in respect of travel and subsistence.

No other related party transactions took place in the year that require disclosure.

8 Fixed assets

**Computer software and
Office equipment**

	£
<i>Cost</i>	
At 1 November 2022	9,883
Additions	758
At 31 October 2023	10,641
<i>Depreciation</i>	
At 1 November 2022	9,883
Provided for the year	253
At 31 October 2023	10,136
<i>Net book value</i>	
At 31 October 2023	505
At 31 October 2022	-

9 Debtors

	2023	2022
	£	£
Trade debtors	35,106	2,180
Prepayments and accrued income	34,516	26,571
Taxation	11,485	16,011
	81,107	44,762

PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)

Notes forming part of the financial statements for the year ended 31 October 2023 *(Continued)*

10 Creditors: amounts falling due within one year

	2023	2022
	£	£
Trade creditors	82,351	77,973
Accruals	8,226	6,700
Income deferred into next accounting year	88,562	46,244
	<u>179,139</u>	<u>130,917</u>

Deferred income brought forward was fully released in the current year. Deferred income relates to meeting attendance income received in advance for meetings taking place post year end, and also an element of membership subscriptions income relating to post year end.

11 Unrestricted funds

	Balance b/fwd £	Incoming Resources £	Outgoing Resources £	Balance 31 October 2023 £
Unrestricted funds	358,929	961,207	(894,530)	425,606
	<u> </u>	<u> </u>	<u> </u>	<u> </u>

Accounts

**Primary Care Dermatology Society
(Limited by Guarantee)**

Report and unaudited Financial Statements

Year Ended

31 October 2022

Company number 05254647

Charity number 1109376

**PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)**

Annual report and unaudited financial statements for the year ended 31 October 2022

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18	Notes forming part of the financial statements

Directors/Trustees

Mrs G Edwards
Mrs B Page
Dr I Bristow
Dr I Mauri-Sole
Dr M Ralph

Secretary and Registered Office

Graham Bolton
The Shipping Building
The Old Vinyl Factory
Blyth Road
Hayes
Middlesex
UB3 1HA

Company number

05254647

Charity number

1109376

**PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)**

Report of the Trustees for the year ended 31 October 2022

The Trustees present their report and the unaudited financial statements for the year ended 31 October 2022.

The Trustees who served throughout the year were:

Mrs G Edwards (Chair)
Dr A Jordan (resigned 3rd January 2023)
Dr J Buchan (resigned 10th June 2022)
Dr Michelle Ralph (appointed 10th June 2022)
Mrs B Page MBE
Mr I Bristow
Dr I Mauri-Sole

The day to day running of the Society is delegated to Dr T. Cunliffe.

Secretary

Graham J Bolton

Executive Chair

Dr T Cunliffe

Independent examiner

Moore Kingston Smith LLP
The Shipping Building
The Old Vinyl Factory
Blyth Road
Hayes
Middlesex
UB3 1HA

Bankers

Barclays Bank plc
62-64 High Street
Watford
Herts
WD17 2BT

Solicitors

Hempsons
100 Wood Street
Barbican
London
EC2V 7AN

PRIMARY CARE DERMATOLOGY SOCIETY (Limited by Guarantee)

Report of the Trustees for the year ended 31 October 2022 (Continued)

Structure, Governance and Management Governing document

Primary Care Dermatology Society (PCDS) is established as a company limited by guarantee and is registered as a charity with the Charity Commission. The affairs of the Society are governed by its Memorandum and Articles of Association last amended on 10 June 2011. The amendment in June was introduced to authorise the remuneration of Trustees where they provide services to the Society outside of the roles as Trustees. The liability of each member in the event of the Society being wound up is limited to a sum not exceeding £10.

The Primary Care Dermatology Society was originally formed in 1994 as an unincorporated charity (No. 1046172). This charity ceased activity on the 31st October 2005 and its assets, totalling £97,494 were transferred to the new incorporated charity, under an Agreement for the Transfer of Assets dated 1 November 2005.

The directors of the company are also charity Trustees for the purposes of charity law and under the company's Articles are known as members of the Charity. Under the requirements of the Memorandum and Articles of Association, at each annual general meeting one third of the Directors or, if their number is not 3 or a multiple of 3, the nearest to one third must retire from office. The number of Directors shall be not less than three (unless otherwise determined by ordinary resolution) but shall not be subject to any maximum. Trustees are nominated for election because of the skills, expertise and knowledge that they can bring to the organisation. It is the existing Trustees' responsibility to identify potential Trustees with appropriate skills and background. Two members of the current Board of Trustees interview every potential Trustee and report back to the Board with their recommendations. Following their agreement, the Chairman invites potential Trustees to put themselves forward for election at the AGM.

Key management personnel remuneration

The trustees consider the board of Trustees and the Executive Chair as comprising the key management personnel of the charity in charge of directing and controlling the charity, and running and operating the charity on a day to day basis. Trustees are responsible for the management of PCDS for which they receive no remuneration. The remuneration of the Executive Chair is agreed by Trustees when setting the annual budget. This is due to be reviewed before the current Executive Chair steps down. Trustees will discuss and agree the future development of the role and the appropriate level of remuneration.

Risk management

PCDS has a comprehensive Risk Assessment Policy which categorises the impact of the principal risks to the Society. The key risks are around obtaining sufficient corporate sponsorship and the possible impact this could have on financial planning and management. This is regularly discussed and monitored at Trustee Meetings as well as Business meetings which are attended by the Chair of Trustees.

Financial Review

During the year the Society received corporate sponsorship of £343,448 (2021 - £238,685). In addition, it received subscriptions of £25,629 (2021 - £23,969) and educational meeting attendance fees of £354,648 (2021 - £287,341). The cost of educational meetings was £598,495 (2021 - £510,490), which is clearly heavily subsidised by the corporate sponsorship.

Reserves at the year-end were £358,929 (2021 - £296,367), which were all unrestricted. Cash and bank balances at the year-end stood at £445,084 (2021 - £361,182).

PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)

Report of the Trustees for the year ended 31 October 2022 (Continued)

Objectives and Activities

The unincorporated Primary Care Dermatology Society was formed in July 1994 after recognising the need for a forum where GPs could exchange views on primary care dermatology, develop their skills and progress clinical research in this developing field of medicine.

As ongoing changes continue to occur in the NHS, moving more patient care into the community, the PCDS in collaboration with Consultant Dermatologists aims to assist all primary care healthcare professionals in the disease management of chronic skin disorders. In addition, the development of GPs with Extended Roles (GPERs) in dermatology requires a voice and forum for support and discussion which the PCDS is ideally placed to provide.

The Society's objects, as set out in the Memorandum and Articles of Association are the relief of sickness by advancing the education of general practitioners in dermatology and promoting research into dermatology and publishing the useful results of such research.

In May 2019 the Society opened membership to all members of the primary healthcare team and have welcomed new members from the fields of podiatry, clinical & community pharmacy as well as nurses.

We have referred to the guidance in the Charity Commission's general guidance on Public Benefit including the guidance 'public benefit: running a charity (PB2)' when reviewing our aims and objectives and in planning our future activities. We believe that the activities we undertake are a clear benefit to the public and in accordance with the aims and objectives we have set.

The primary objectives for the Society are as follows:-

- To provide an innovative forum for all members of the primary healthcare team with a common interest in dermatology to exchange views and ideas, encourage research, improve patient management and promote education for the healthcare team
- To encourage an interest and provide an arena to promote and establish a clearer understanding of dermatology in primary care
- To create wider awareness and appreciation of the benefits of shared care and to encourage strong links with specialist groups such as the British Association of Dermatologists (BAD), the Royal College of General Practitioners and the British Dermatology Nurses Group.

PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)

Report of the Trustees for the year ended 31 October 2022 (*Continued*)

Strategies

Up to 25% of patients consulting their GP either present with, or are found to have, a dermatological condition in any one year. Since GPs receive little or no formal postgraduate training in dermatology (Freedom of Information research in 2019 by the Dermatology Council for England), and undergraduate dermatological teaching is often minimal or even absent, there is a substantial mismatch between the level of dermatology knowledge in the community and the incidence of skin disease.

In 2008 The Royal College of General Practitioners (RCGP) published 'Good Medical Practice for General Practitioners', and since 2009 all doctors must be registered with the GMC, with a licence that is subject to 5 yearly revalidation. As part of the revalidation process GPs must undertake annual appraisal, which has to be signed off by their appraiser. The appraisal includes continuous professional development and quality improvement activities. Additionally, GPs require a five-yearly colleague and patient feedback. It is expected that clinicians have reflected on their learning and that changes to practice have been implemented.

In order to improve dermatology knowledge in the community and provide continuous professional development that will help GPs with their annual appraisal and subsequent revalidation, there is a great need for more dermatology education in the UK. The PCDS is in a great position to deliver unbiased, quality dermatology education, and since opening its membership in 2019, the society is in an excellent position to deliver this education across the whole Primary Care team. As a Society with members working in Primary, Intermediate and Secondary Care, it is able to provide education based on national guidelines and long-term experience of managing dermatology in the community. The Education Sub Committee of the Society selects topics and approaches the most appropriate healthcare professionals to deliver presentations as part of the four main PCDS conferences, as well as the society's other educational programs including its Dermoscopy and Essential Dermatology programmes.

Furthermore, the Society continues to represent the national accreditation team for Dermatology GPs with Extended Roles (GPwERs), having been the driving force behind the development this programme.

The NHS Long Term Plan published in January 2019 set the direction for service delivery in Primary, Community and Secondary Care working towards Integrated Care Systems (ICS). This prompted Clinical Commissioning Group (CCG) merger activity in many parts of the country. Primary Care Networks have been developed with national and local directives to deliver population-based health care. In all these developments lie opportunities for service delivery taking on a more joined up approach, improving the patient journey and experience. In many regions Dermatology is at the forefront of integrated care, but integral to this is the need to upskill Primary Care health professionals in both clinical dermatology and service development, something that the PCDS is well-placed to help facilitate.

**PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)**

Report of the Trustees for the year ended 31 October 2022 *(Continued)*

Various RCGP regions and some CCGs already use the Society's services to train their Vocational Training Registrars and other local GPs on a regular basis. The academic department of the RCGP has, in conjunction primarily with the PCDS (using its website and educational conferences) and the BAD (providing guideline documents) developed a comprehensive library of dermatological educational materials acting as electronic reference for GPs.

The Society continues to work closely with the British Association of Dermatologists (BAD), Dermatology Council for England, All Party Parliamentary Group on Skin, NICE, the MHRA, and other professional groups to further the awareness and importance of dermatology. The Society is affiliated to the BAD.

**PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)**

Report of the Trustees for the year ended 31 October 2022 (Continued)

Achievements and Performance

In July 2021 Dr Tim Cunliffe took over as Chair of the Executive Committee from Dr Angelika Razzaque.

In 2021/22 the following meetings took place –

Scottish Meeting	13 November	Online
Spring Meeting	12/13 March	Chesford Grange Hotel
Summer Meeting	16 June	Cavendish Conference Centre, London
Autumn Meeting	22 September	Manchester Conference Centre

The traditional Summer meeting became the first of a new brand of education ‘Where Dermatology meets ...’ On 16 June this meeting was a joint venture with the Primary Care Women’s Health Forum. It attracted over 200 delegates in a mix of in person, live streaming and then the recording was available post meeting.

Essential Dermatology Series 1 & 2 meetings 2021/22:-

Birmingham ED2	4 November	Malmaison
ED1 Live online	8 December	Online
London ED1	2 March	Cavendish Conference Centre
Abergavenny ED1	2 March	Neville Hall Hospital
Manchester ED1	24 March	Manchester Conference Centre
Stratford Upon Avon ED1	25 May	Stratford Manor Hotel
London ED2	7 September	Cavendish Conference Centre
Swansea ED1	15 September	Cancelled
Manchester ED2	23 September	Manchester Conference Centre
Gatwick ED1	28 September	Holiday Inn

In 2021/22 sponsorship from Dermal & La Roche Posay was secured at £24,000 to underpin the planned meetings.

A total of 527 delegates were educated during 2021/22.

Dermoscopy for Absolute Beginners (DFAB) & Dermoscopy for Intermediates (DFI) 2021/22:-

Leicester DFI	19 November	Hilton Hotel
London DFAB	24 November	Cavendish Conference Centre
DFAB Live online	13 January	Online
Cardiff DFAB	17 February	The Vale Resort
Birmingham DFI	9 March	Malmaison Hotel
London DFAB	18 March	Cavendish Conference Centre
London DFI	23 March	Cavendish Conference Centre
Manchester DFI	7 April	Manchester Conference Centre
Sheffield DFAB	27 April	Holiday Inn, Barnsley
London DFAB	17 June	Cavendish Conference Centre
Nottingham DFI	29 June	Belfry Hotel

**PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)**

Report of the Trustees for the year ended 31 October 2022 (Continued)

Cardiff DFI	14 September	The Vale Resort
Stratford Upon Avon DFAB	5 October	Stratford Manor Hotel
Abergavenny DFAB	11 October	Neville Hall Hospital
Manchester DFAB	12 October	Manchester Conference Centre
Sheffield DFI	19 October	Holiday Inn, Barnsley

A total of 927 delegates were educated on DFAB and DFI during 2021/22.

The Dermoscopy for Beginners courses has promulgated the benefits of Dermoscopy in the early diagnosis of skin cancer, and a reduction in unnecessary referrals to secondary care. The importance of Dermoscopy was recognised during 2019 by the National Institute for Health and Clinical Excellence (NICE) making it a prerequisite for all patients referred to a specialist to undergo dermoscopic assessment. The Society has seen growth in attendance at all Dermoscopy courses both stand alone and in conjunction with RCGP Faculties and others.

The very successful recording of DFAB by Chin Whybrew continued to be very popular. A total of 246 access codes were sold to individuals during the year with another 550 sold to CCGs.

The PCDS continues to endeavour to ensure that both primary and secondary care are working together with combined aims of providing patients with the best possible care. The Society continues to provide information to all relevant Governmental bodies including NICE, the MHRA, the APPGS, and continues to be involved with Department of Health Stakeholder groups.

Dr Tim Cunliffe has completed his work as clinical lead at the Royal College of General Practitioners (RCGP) to develop the framework for General Practitioners with Extended Roles (GPwER). The BAD has now taken over the administration of the Dermatology GPwER scheme, with Naomi Kemp from the PCDS committee as the joint-lead.

The Society continues to assess the needs of the membership regarding dermatology education and the education sub-committee take these requests into consideration when drawing up the programmes and where they are held. This is achieved by asking delegates to complete evaluation forms at the end of every meeting and by on-line questionnaires.

There continues to be a demand for surgical training and the Society now provides two courses per year for GPs and nurses to further develop their skills. These are, by virtue of their trainer and equipment intensive in nature, expensive to provide but receive high satisfaction ratings from attendees, as do all the meetings. These will continue whilst there is demand. Both surgical courses ran during 2021/22, in Darlington on 20th/21st May and in London on 21st/22nd October. Darlington Hospital has been booked for May 2023 and St George's Hospital, London will be booked again for October 2023.

The latest NICE Basal Cell Carcinoma guidance has significant implications on patients, GPs, Dermatology GPwERs, and secondary care providers. Specifically for GPs is the need to upskill in dermoscopy. The PCDS was one of the stakeholders in the development of these guidelines, and is the frontrunner in dermoscopy education.

PRIMARY CARE DERMATOLOGY SOCIETY (Limited by Guarantee)

Report of the Trustees for the year ended 31 October 2022 (Continued)

The Advanced Dermoscopy meetings were not as well attended during 2021/22 and this, we are sure, was due to the continuation of the pandemic. With this in mind the Society has decided to run just one Advanced Dermoscopy meeting in 2023.

Individual Committee members and many regional members continue to give lectures and training for their local Post Graduate Centres (PGC), the Vocational Training Schemes (VTS) and in some cases for medical students.

Collaborations with other clinical groups continue such as Podiatrists, Nurses and Clinical Pharmacists and they are invited to appropriate meetings, further plans are in development to hold joint meetings wherever possible.

The Department of Health (DoH) has delegated some of their responsibilities to Public Health England and to the devolved parliament and assemblies. The Society continues to actively contribute where possible regarding guideline development and advice for the development of dermatology services and medicines provision. The society continues to work with the All Party Parliamentary Group on Skin (APPGS) on which it is represented and to which it actively contributes.

In June 2022 a strategy day was held which included members of both the Trustee and Executive Committees. A programme of activities to further elevate the profile of the Society and attract more members was developed and is being activated.

Members of the Executive Committee are active on other Committees such as the Dermatology Council for England, various Scottish committees which equate with the UK bodies, local advisory groups e.g. CCGs around the country, and contribute hugely to the dermatology care of patients through support of patient support groups and via the media.

Plans for future periods 2022/23

The Society has organised the following educational meetings to be held during 2022/23. We are already seeing large numbers of delegates applying for places at planned meetings.

Main meetings for the period include –

Scottish Meeting	12 November	Marriott Courtyard SEC, Glasgow
Annual Meeting	11/12 March	Crewe Hall, Crewe
Advanced Dermoscopy	15 June	Cavendish Conference Centre
Where Dermatology meets ...	21 June	Cavendish Conference Centre
Dermatology from Scratch	16 November	Cavendish Conference Centre

It was agreed at the Strategy Day that the Society would start to develop relationships with other primary care societies. The primary care partner for 2023 is Rheumatology/Musculoskeletal

Sponsorship for the Essential Dermatology Society series has been secured for 2022/23 with £54,000 from Dermal, Almirall, La Roche Posay, Galderma and Leo which underpins each course.

**PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)**

Report of the Trustees for the year ended 31 October 2022 (Continued)

Essential Dermatology Meetings 2022/23:-

1 st March	Cavendish Conference Centre, London
28 th March	Abergavenny
10 th May	Telford Golf Hotel & Spa
24 th May	Bristol
5 th July	Holiday Inn, High Wycombe
12 th October	Doubletree Hilton, Leeds
8 th November	Cavendish Conference Centre, London
23 rd November	Hilton Hotel, Leicester

ED2

16 th March	Cavendish Conference Centre, London
13 th September	Cavendish Conference Centre, London
19 th October	Manchester Conference Centre

Dermoscopy Meetings 2022/23:-

DFAB

15 th March	Cavendish Conference Centre
19 th April	Malmaison, Birmingham
26 th April	Manchester Conference Centre
14 th June	Cavendish Conference Centre
3 rd October	Abergavenny
4 th October	Swansea
11 th October	Doubletree Hilton, Leeds
2 nd November	Holiday Inn, High Wycombe
15 th November	Cavendish Conference Centre

DFI

22 nd March	Cavendish Conference Centre
20 th September	Cavendish Conference Centre
18 th October	Manchester Conference Centre
30 th November	Stratford Manor Hotel, Stratford Upon Avon

The Society will also be attending conferences organised by other organisations to raise the profile and work of the Society and to attract new members. Once again representation will be at Primary Care & Public Health, Best Practice (a big 2-day conference at the NEC in Birmingham which attracts thousands of members of the primary care team), and Guidelines Live at Excel in November. The BAD has offered a free stand at their annual conference in Liverpool in July 2023.

During 2022 the Society worked closely with Karger Publishers on two projects – one module on dermoscopy and the other on psoriasis. Both programmes were launched in December and this activity has netted the Society a partnership fee of £10,000.

PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)

Report of the Trustees for the year ended 31 October 2022 *(Continued)*

The Society has been approached by a media company in Japan who would like to translate elements of the website for primary care teams in Japan. The Society has instructed their solicitors to draft a contract.

Plans to expand education programmes to primary care practitioners, non prescribers, pharmacists, podiatrists and indeed any other member of primary care. A draft programme has been developed and will be piloted in April 2023.

A programme targeting clinical and community pharmacists is also being developed.

The Society continues to be contacted by CCGs and other organisations across the UK requesting education courses in their locality. An estimated cost for the provision of bespoke education is provided on an individual basis.

On Saturday, 21 January 2023 the Society will be hosting its third International Virtual Dermoscopy meeting. Last year's meeting attracted over 300 delegates and we are looking forward to this event.

The Society has begun working with MedShr, a platform for all disciplines in medicine where viewers can log in and take part in short educational programmes. Work continues to develop this in line with the Society's own website.

Four Skin Clubs were held online during the year. All were very well attended and a further 4 are planned for 2023.

PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)

Report of the Trustees for the year ended 31 October 2022 *(Continued)*

Reserves policy

The trustees are resolved to limit spending each year to an amount considered to balance the interest of the current and future beneficiaries of the Society's work. The trustees have established a policy of retaining funds equivalent to 3 months of expenditure in order to protect the Society's core activities in the event of a shortfall in income. This was estimated to be approximately £150,000. Unrestricted reserves at the balance sheet date totalled £358,929 (2021 - £296,367). Although the amounts in reserve exceed the target, over the years the organisation has seen fluctuations in financial results from year to year and therefore the trustees do not see the level of reserves as excessive.

Qualifying 3rd Party Indemnity Provisions

The charitable company has granted an indemnity to its trustees against liability in respect of actions brought by third parties, subject to the conditions set out in the Companies Act 2006. Such qualifying third party indemnity provision remains in force as at the date of approving the Trustees' Report.

PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)

Report of the Trustees for the year ended 31 October 2022 (Continued)

Statement of Trustees' Responsibilities

The trustees (who are also directors of Primary Care Dermatology Society for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company 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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year. In preparing those financial statements, 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 financial statements; and
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

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

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

Signed on behalf of Trustees



Mrs Gladys Edwards
Chair

Dated 9th June 2023.

**PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)**

Independent Examiners Report to the members of Primary Care Dermatology Society

I report to the charity trustees on my examination of the accounts of Primary Care Dermatology Society for the year ended 31st October 2022.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of The Institute of Chartered Accountants in England & Wales, which is one of the listed bodies.

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

- (1) accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
- (2) the accounts do not accord with those records; or
- (3) the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination; or
- (4) the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities.

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.

Moore Kingston Smith LLP

Jonathan Seymour
For and on behalf of Moore Kingston Smith LLP
Chartered Accountants

Date: *27 June 2023*

The Shipping Building
The Old Vinyl Factory
Blyth Road, Hayes
Middlesex
UB3 1HA

PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)

Statement of financial activities (incorporating an income and expenditure account)
for the year ended 31 October 2022

		Unrestricted Total Funds	Unrestricted Total Funds
	Note	2022	2021
		£	£
Income and endowments from:			
Corporate sponsorship		343,448	238,685
Subscriptions		25,629	23,969
Investments	2	92	11
Charitable activities			
Educational meeting attendance fees		354,648	287,341
Total income		723,817	550,006
Expenditure on:			
Raising funds			
Fundraising costs	3	62,760	59,971
Charitable activities:			
Educational meetings	4	598,495	510,490
Total expenditure		661,255	570,461
Net (expenditure)/income		62,562	(20,455)
Resources b/fwd		296,367	316,822
Balance as at 31 October 2022		358,929	296,367

All amounts relate to continuing activities.
All gains and losses recognised in the year are included above.

The notes on pages 18 to 23 form part of these financial statements.

PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)

Balance sheet at 31 October 2022

	Note	2022	2021
		£	£
Fixed assets			
Tangible assets	8	-	-
Current assets			
Debtors	9	44,762	71,969
Cash and bank balances		445,084	361,182
		<u>489,846</u>	<u>433,151</u>
Creditors: amounts falling within one year	10	(130,917)	(136,784)
Net current assets		<u>358,929</u>	<u>296,367</u>
Net assets		<u>358,929</u>	<u>296,367</u>
Financed by:			
Unrestricted funds	11	<u>358,929</u>	<u>296,367</u>

For the year ending 31 October 2022 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies. The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

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

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

The financial statements were approved and authorised for issue on 9/6/23 and signed on its behalf by:


 Mrs Gladys Edwards
 Trustee (Chair)

The notes on pages 18 to 23 form part of these financial statements.

Company Registration No. 05254647

PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)

Statement of Cash Flows for the year ended 31 October 2022

	2022	2021
	£	£
Cash flows from operating activities		
Net (expenditure)/income for the year	62,562	(20,455)
Adjustments for:		
Interest receivable	(92)	(11)
Decrease/(increase) in debtors	27,207	(9,439)
Increase/(decrease) in creditors	(5,867)	29,249
Net cash generated/(used) in operating activities	83,810	(656)
Cash flows from investing activities		
Interest received from investments	92	11
Net cash (used in) / provided by investing activities	92	11
Cash flows from financing activities	-	-
Change in cash and cash equivalents in the reporting period	83,902	(645)
Cash and cash equivalents at the beginning of the year	361,182	361,827
Cash and cash equivalents at the end of the year	445,084	361,182

PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)

Notes forming part of the financial statements for the year ended 31 October 2022

1 Accounting policies

- Primary Care Dermatology Society is a company limited by guarantee, domiciled and incorporated in England and Wales. The registered office is The Shipping Building, The Old Vinyl Factory, Blyth Road, Hayes, Middlesex, UB3 1HA.

Basis of accounting

The financial statements have been prepared in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). The company is a public benefit entity for the purposes of FRS 102 and a registered charity established as a company limited by guarantee and therefore has also prepared its financial statements in accordance with the 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 (The FRS 102 Charities SORP), the Companies Act 2006 and Charities Act 2011.

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

Going Concern

The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the company to continue as a going concern. The trustees make this assessment in respect of a period of one year from the date of approval of the financial statements. The company had a surplus for the year of £62,562, and had net assets of £358,929 as at 31 October 2022. The cash reserves as at the year-end was £445,084 and the latest management accounts show a surplus of £220,284. The trustees have also considered the forecast cash flows and believe that the company will be able to continue in business and meet its liabilities as they fall due for a period of at least twelve months from the date of approval of the financial statements.

Income

Subscriptions, sponsorship and other income is accounted for in the year in which it is receivable. Income from attendance fees for educational meetings is recognised in the year in which they are held.

Where a sponsorship has been specified as relating to a future accounting period or where subscriptions relate to a future accounting period, the income is deferred until that period. All income deferred in the previous year has been recognised in the current year.

Income from investments

Bank interest is accounted for when received.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to the expenditure. Expenses are accounted for on an accruals basis.

PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)

Notes forming part of the financial statements for the year ended 31 October 2022 (Continued)

1 Accounting policies (continued)

Costs of generating funds comprise of those costs directly attributable to generating sponsorship income.

Charitable activities include all expenditure incurred in pursuance of the Society's objectives.

Governance costs comprise of all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to the preparation and examination of the financial statements and legal fees.

Support costs include general administrative costs and are apportioned to appropriate expense categories on a percentage of total cost basis.

Tangible fixed assets and Depreciation

Tangible fixed assets are included at cost. Depreciation is provided to write off the cost, less estimated residual values, of all tangible fixed assets, evenly over their expected useful lives. It is calculated at the following rates:

Computer software and office equipment - 33.3% per annum straight line

Financial instruments

Cash and cash equivalents comprise cash at banks and in hand, including short term deposits with a maturity date of three months or less.

Debtors and Creditors

Debtors and creditors receivable or payable within one year of the reporting date are carried at their transaction price.

Funds

Unrestricted funds comprise of the accumulated excess of incoming resources over resources expended on the Statement of Financial Activities. They are available for use at the discretion of the Trustees in furtherance of the general objectives of the Society.

Taxation

No provision has been made for taxation as the Society's status renders it exempt from UK direct taxation.

PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)

Notes forming part of the financial statements for the year ended 31 October 2022 *(Continued)*

1 Accounting policies (continued)

Judgements and key sources of estimation uncertainty

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions 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.

The judgement that management has made in the process of applying the charity's accounting policies which has the most significant effect on the amounts recognised in the accounts is the allocation of support costs across activities.

2 Investment income

	2022	2021
	£	£
Interest on cash deposits	92	11
	<u> </u>	<u> </u>

3 Costs of generating funds

	2022	2021
	£	£
Signature Healthcare - secretariat management fee for fundraising	51,379	48,383
Support costs	11,381	11,588
	<u> </u>	<u> </u>
	62,760	59,971
	<u> </u>	<u> </u>

4 Charitable activities

	2022	2021
	£	£
Venue costs	121,092	87,546
Honoraria	63,384	61,032
Other meeting related costs	107,042	76,767
Signature Healthcare - secretariat management fee for educational meetings	198,446	186,502
Support costs	108,531	98,643
	<u> </u>	<u> </u>
	598,495	510,490
	<u> </u>	<u> </u>

PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)

Notes forming part of the financial statements for the year ended 31 October 2022 *(Continued)*

5	Support costs	2022	2021
		£	£
	Office expenses	15,412	12,122
	Professional fees and website maintenance	3,548	1,013
	Irrecoverable VAT	45,026	36,372
	Postage and courier cost	315	7,672
	Travel and subsistence	-	58
	Governance costs (see Note 6)	55,611	52,994
		<u>119,912</u>	<u>110,231</u>
	Apportioned to:		
	Costs of generating funds	11,381	11,588
	Charitable activities	108,531	98,643
		<u>119,912</u>	<u>110,231</u>
	Support costs include:		
	Operating leases	0	1,527
6	Analysis of governance costs	2022	2021
		£	£
	Independent examiners/auditors remuneration is broken down as follows:		
	Independent examination/audit of the financial statements	4,875	4,250
	Other governance costs include:		
	Bookkeeping	6,720	6,720
	Accountancy	4,869	4,930
	Administrative support	39,147	36,137
	Legal & professional fees	-	957
		<u>55,611</u>	<u>52,994</u>

PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)

Notes forming part of the financial statements for the year ended 31 October 2022 (*Continued*)

7 Trustees and other employees

The Society had no staff costs in the year as it had no employees. The Society's key management personnel comprise the trustees and the Executive Chair. The total employment benefits of the key management personnel were £28,800 (2021: £25,200).

Five trustees had expenses reimbursed totalling £746 (2021 - £496 to five trustees) in respect of travel and subsistence.

No other related party transactions took place in the year that require disclosure.

8 Fixed assets

**Computer software and
Office equipment**

	£
<i>Cost</i>	
At 1 November 2021	9,883
At 31 October 2022	<u>9,883</u>
<i>Depreciation</i>	
At 1 November 2021	9,883
Provided for the year	-
At 31 October 2022	<u>9,883</u>
<i>Net book value</i>	
At 31 October 2022	-
At 31 October 2021	<u>-</u>

9 Debtors

	2022	2021
	£	£
Trade debtors	2,180	12,090
Prepayments and accrued income	26,571	39,393
Taxation	16,011	20,486
	<u>44,762</u>	<u>71,969</u>

PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)

Notes forming part of the financial statements for the year ended 31 October 2022 *(Continued)*

10 Creditors: amounts falling due within one year

	2022	2021
	£	£
Trade creditors	77,973	73,194
Accruals	6,700	19,014
Income deferred into next accounting year	46,244	44,576
	<u>130,917</u>	<u>136,784</u>

Deferred income brought forward was fully released in the current year. Deferred income relates to meeting attendance income received in advance for meetings taking place post year end, and also an element of membership subscriptions income relating to post year end.

11 Unrestricted funds

	Balance b/fwd	Incoming Resources	Outgoing Resources	Balance 31 October 2022
	£	£	£	£
Unrestricted funds	296,367	723,817	(661,255)	358,929
	<u>296,367</u>	<u>723,817</u>	<u>(661,255)</u>	<u>358,929</u>

Accounts

**Primary Care Dermatology Society
(Limited by Guarantee)**

Report and unaudited Financial Statements

Year Ended

31 October 2021

Company number 05254647

Charity number 1109376

**PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)**

Annual report and unaudited financial statements for the year ended 31 October 2021

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17	Statement of cash flows
18	Notes forming part of the financial statements

Directors/Trustees

Mrs G Edwards
Dr A Jordan
Dr J Buchan
Mrs B Page
Mr I Bristow
Dr I Mauri-Sole

Secretary and Registered Office

Graham Bolton
The Shipping Building
The Old Vinyl Factory
Blyth Road
Hayes
Middlesex
UB3 1HA

Company number

05254647

Charity number

1109376

**PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)**

Report of the Trustees for the year ended 31 October 2021

The Trustees present their report and the unaudited financial statements for the year ended 31 October 2021.

The Trustees who served throughout the year were:

Mrs G Edwards (Chair)
Dr A Jordan
Dr J Buchan
Mrs B Page
Mr I Bristow
Dr I Mauri-Sole

The day to day running of the Society is delegated to Dr T. Cunliffe.

Secretary

Graham J Bolton

Executive Chair

Dr T Cunliffe

Independent examiner

Moore Kingston Smith LLP
The Shipping Building
The Old Vinyl Factory
Blyth Road
Hayes
Middlesex
UB3 1HA

Bankers

Barclays Bank plc
6 Church Street
Rickmansworth
Watford
Herts
WD3 1BT

Solicitors

Hempsons
100 Wood Street
Barbican
London
EC2V 7AN

PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)

Report of the Trustees for the year ended 31 October 2021 (Continued)

Structure, Governance and Management
Governing document

Primary Care Dermatology Society (PCDS) is established as a company limited by guarantee and is registered as a charity with the Charity Commission. The affairs of the Society are governed by its Memorandum and Articles of Association last amended on 10 June 2011. The amendment in June was introduced to authorise the remuneration of Trustees where they provide services to the Society outside of the roles as Trustees. The liability of each member in the event of the Society being wound up is limited to a sum not exceeding £10.

The Primary Care Dermatology Society was originally formed in 1994 as an unincorporated charity (No. 1046172). This charity ceased activity on the 31st October 2005 and its assets, totalling £97,494 were transferred to the new incorporated charity, under an Agreement for the Transfer of Assets dated 1 November 2005.

The directors of the company are also charity Trustees for the purposes of charity law and under the company's Articles are known as members of the Charity. Under the requirements of the Memorandum and Articles of Association, at each annual general meeting one third of the Directors or, if their number is not 3 or a multiple of 3, the nearest to one third must retire from office. The number of Directors shall be not less than three (unless otherwise determined by ordinary resolution) but shall not be subject to any maximum. Trustees are nominated for election because of the skills, expertise and knowledge that they can bring to the organisation. It is the existing Trustees' responsibility to identify potential Trustees with appropriate skills and background. Two members of the current Board of Trustees interview every potential Trustee and report back to the Board with their recommendations. Following their agreement, the Chairman invites potential Trustees to put themselves forward for election at the AGM.

Key management personnel remuneration

The trustees consider the board of Trustees and the Executive Chair as comprising the key management personnel of the charity in charge of directing and controlling the charity, and running and operating the charity on a day to day basis. Trustees are responsible for the management of PCDS for which they receive no remuneration. The remuneration of the Executive Chair is agreed by Trustees when setting the annual budget. This is due to be reviewed before the current Executive Chair steps down. Trustees will discuss and agree the future development of the role and the appropriate level of remuneration.

Risk management

PCDS has a comprehensive Risk Assessment Policy which categorises the impact of the principal risks to the Society. The key risks are around obtaining sufficient corporate sponsorship and the possible impact this could have on financial planning and management. This is regularly discussed and monitored at Trustee Meetings as well as Business meetings which are attended by the Chair of Trustees.

Financial Review

During the year the Society received corporate sponsorship of £238,685 (2020 - £316,963). In addition, it received subscriptions of £23,969 (2020 - £25,637) and educational meeting attendance fees of £287,341 (2020 - £107,119). The cost of educational meetings was £510,490 (2020 - £332,098), which is clearly heavily subsidised by the corporate sponsorship. The impact of the Covid-19 pandemic during the period is apparent in reduced meeting income due to postponed meetings. More detail is provided throughout this report.

Reserves at the year-end were £296,367 (2020 - £316,822), which were all unrestricted. Cash and bank balances at the year-end stood at £361,182 (2020 - £361,827).

PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)

Report of the Trustees for the year ended 31 October 2021 (Continued)

Objectives and Activities

The unincorporated Primary Care Dermatology Society was formed in July 1994 after recognising the need for a forum where GPs could exchange views on primary care dermatology, develop their skills and progress clinical research in this developing field of medicine.

As ongoing changes continue to occur in the NHS, moving more patient care into the community, the PCDS in collaboration with Consultant Dermatologists aims to assist all primary care healthcare professionals in the disease management of chronic skin disorders. In addition, the development of GPs with Extended Roles (GPERs) in dermatology requires a voice and forum for support and discussion which the PCDS is ideally placed to provide.

The Society's objects, as set out in the Memorandum and Articles of Association are the relief of sickness by advancing the education of general practitioners in dermatology and promoting research into dermatology and publishing the useful results of such research.

In May 2019 the Society opened membership to all members of the primary healthcare team and have welcomed new members from the fields of podiatry, clinical & community pharmacy as well as nurses.

We have referred to the guidance in the Charity Commission's general guidance on Public Benefit including the guidance 'public benefit: running a charity (PB2)' when reviewing our aims and objectives and in planning our future activities. We believe that the activities we undertake are a clear benefit to the public and in accordance with the aims and objectives we have set.

The primary objectives for the Society are as follows:-

- To provide an innovative forum for all members of the primary healthcare team with a common interest in dermatology to exchange views and ideas, encourage research, improve patient management and promote education for the healthcare team
- To encourage an interest and provide an arena to promote and establish a clearer understanding of dermatology in primary care
- To create wider awareness and appreciation of the benefits of shared care and to encourage strong links with specialist groups such as the British Association of Dermatologists (BAD), the Royal College of General Practitioners and the British Dermatology Nurses Group.

**PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)**

Report of the Trustees for the year ended 31 October 2021 (*Continued*)

Strategies

Up to 25% of patients consulting their GP either present with, or are found to have, a dermatological condition in any one year. Since GPs receive little or no formal postgraduate training in dermatology (Freedom of Information research in 2019 by the Dermatology Council for England), and undergraduate dermatological teaching is often minimal or even absent, there is a substantial mismatch between the level of dermatology knowledge in the community and the incidence of skin disease.

In 2008 The Royal College of General Practitioners (RCGP) published 'Good Medical Practice for General Practitioners', and since 2009 all doctors must be registered with the GMC, with a licence that is subject to 5 yearly revalidation. As part of the revalidation process GPs must undertake annual appraisal, which has to be signed off by their appraiser. The appraisal includes continuous professional development and quality improvement activities. Additionally, GPs require a five-yearly colleague and patient feedback. It is expected that clinicians have reflected on their learning and that changes to practice have been implemented.

In order to improve dermatology knowledge in the community and provide continuous professional development that will help GPs with their annual appraisal and subsequent revalidation, there is a great need for more dermatology education in the UK. The PCDS is in a great position to deliver unbiased, quality dermatology education, and since opening its membership in 2019, the society is in an excellent position to deliver this education across the whole Primary Care team. As a Society with members working in Primary, Intermediate and Secondary Care, it is able to provide education based on national guidelines and long-term experience of managing dermatology in the community. The Education Sub Committee of the Society selects topics and approaches the most appropriate healthcare professionals to deliver presentations as part of the four main PCDS conferences, as well as the society's other educational programs including its Dermoscopy and Essential Dermatology programmes.

Furthermore, the Society continues to represent the national accreditation team for Dermatology GPs with Extended Roles (GPwERs), having been the driving force behind the development this programme.

The NHS Long Term Plan published in January 2019 set the direction for service delivery in Primary, Community and Secondary Care working towards Integrated Care Systems (ICS). This prompted Clinical Commissioning Group (CCG) merger activity in many parts of the country. Primary Care Networks have been developed with national and local directives to deliver population-based health care. In all these developments lie opportunities for service delivery taking on a more joined up approach, improving the patient journey and experience. In many regions Dermatology is at the forefront of integrated care, but integral to this is the need to upskill Primary Care health professionals in both clinical dermatology and service development, something that the PCDS is well-placed to help facilitate.

PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)

Report of the Trustees for the year ended 31 October 2021 (*Continued*)

Various RCGP regions and some CCGs already use the Society's services to train their Vocational Training Registrars and other local GPs on a regular basis. The academic department of the RCGP has, in conjunction primarily with the PCDS (using its website and educational conferences) and the BAD (providing guideline documents) have developed a comprehensive library of dermatological educational materials acting as electronic reference for GPs and others.

In 2020 it was decided not to renew accreditation from the RCGP for all the brands of education provided by the Society. It was becoming a lengthy process and one we felt no longer provided the society with unbiased educational material. It was also felt that accreditation from the RCGP would not be relevant to many of the new members who are not GPs.

The Society continues to work closely with the British Association of Dermatologists (BAD), Dermatology Council for England, All Party Parliamentary Group on Skin, NICE, the MHRA, and other professional groups to further the awareness and importance of dermatology. The Society is affiliated to the BAD.

**PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)**

Report of the Trustees for the year ended 31 October 2021 (Continued)

Achievements and Performance

In July 2021 Dr Tim Cunliffe took over as Chair of the Executive Committee from Dr Angelika Razzaque.

Despite the continuation of the Covid-19 pandemic the Society managed to run the following conferences. However, many still had to be postponed due to lockdowns and restrictions. To mitigate costs we proactively contacted venues to postpone meetings where possible into 2021/22 to reduce cancellation fees. Many delegates were understanding and allowed their delegate fees to be deferred to alternative meeting dates. Refunds were kept to an absolute minimum.

In 2020/21 the following core educational meetings took place:-

Scottish Meeting	14 November	Online
Spring Meeting	13/14 March	Online
Summer Meeting	17 June	Online
Autumn Meeting	16 September	Live/online recorded

Essential Dermatology Series 1 & 2 meetings 2020/21:-

London ED1	3 November	Cavendish Conference Centre
London ED2	4 November	Cavendish Conference Centre
Cheltenham ED2	27 November	Online
London ED1	26 February	Online
Milton Keynes ED1	18 March	Kents Hill Park – cancelled
Manchester ED1	24 March	Online
Nottingham ED1	29 April	Marriott Nottingham Belfry – cancelled
Leeds ED2	9 September	Leeds Marriott
London ED2	17 September	Cavendish Conference Centre

In 2021 sponsorship from Dermal & Galderma was secured at £24,000 to underpin the planned meetings.

A total of 393 delegates were educated during 2021.

Dermoscopy for Absolute Beginners (DFAB) & Dermoscopy for Intermediates (DFI) 2020/21:-

London DFAB	18 November	Cavendish Conference Centre
London DFAB	25 November	Cavendish Conference Centre
London DFAB	5 February	Online
Manchester DFAB	4 March	Online
London DFI	26 March	Online

**PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)**

Report of the Trustees for the year ended 31 October 2021 (Continued)

Dermoscopy for Absolute Beginners (DFAB) & Dermoscopy for Intermediates (DFI) 2021:-

Nottingham DFI	30 March	Marriott Nottingham Belfry - Cancelled
Liverpool DFAB	14 April	Online
Leicester DFAB	29 April	Online
Sheffield DFI	19 May	Sheffield Park Hilton
Liverpool DFI	27 May	Crowne Plaza
Birmingham DFAB	23 June	Crowne Plaza City Centre
London DFAB	30 June	Cavendish Conference Centre
London DFAB	6 October	Cavendish Conference Centre
Manchester DFAB	13 October	Manchester Conference Centre - cancelled
London DFI	21 October	Cavendish Conference Centre

A total of 495 delegates were educated on DFAB and 202 on DFI during 2020/21.

The Dermoscopy for Beginners courses has promulgated the benefits of Dermoscopy in the early diagnosis of skin cancer, and a reduction in unnecessary referrals to secondary care. The importance of Dermoscopy was recognised during 2019 by the National Institute for Health and Clinical Excellence (NICE) by making it a prerequisite for all patients referred to hospital with suspected skin cancer. The Society has seen growth in attendance at all Dermoscopy courses both stand alone and in conjunction with RCGP Faculties and others.

However, the Covid-19 pandemic caused many of the organised conferences to be postponed. Fortunately, many venues were able to move the bookings forward to new dates in thus negating cancellation fees. Having successfully utilised the online platform Zoom for some of our other brands of education it was felt that recording a bespoke DFAB could prove useful especially to CCGs etc and those unable/unwilling to travel. Dr Chin Whybrew recorded a day of DFAB which has proven to be very successful. Over 97 access codes have been sold to individuals and a further 170 codes sold to other groups such as Hereford & Worcester CCG, Derbyshire CCG, Skin Knowledge Network and the British Institute & Association of Electrolysis. The programme is updated annually and it is anticipated that a new on demand course will be recorded in early 2022.

The PCDS continues to endeavour to ensure that both primary and secondary care are working together with combined aims of providing patients with the best possible care. The Society continues to provide information to all relevant Governmental bodies including NICE, the MHRA, the APPGS, and continues to be involved with Department of Health Stakeholder groups.

Dr Tim Cunliffe has completed his work as clinical lead at the Royal College of General Practitioners (RCGP) to develop the framework for General Practitioners with Extended Roles (GPwER). The BAD has now taken over the administration of the Dermatology GPwER scheme, with Naomi Kemp from the PCDS committee as the joint-lead.

**PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)**

Report of the Trustees for the year ended 31 October 2021 (*Continued*)

The Society continues to assess the needs of the membership regarding dermatology education and the education sub-committee take these requests into consideration when drawing up the programmes and where they are held. This is achieved by asking delegates to complete evaluation forms at the end of every meeting and by on-line questionnaires.

There continues to be a demand for surgical training and the Society now provides two courses per year for GPs and nurses to further develop their skills. These are, by virtue of their trainer and equipment intensive in nature, expensive to provide but receive high satisfaction ratings from attendees, as do all the meetings. These will continue whilst there is demand. Both surgical courses ran during 2021, in Darlington on 14th/15th May and in London on 8th/9th October. Darlington Hospital has been booked for May 2022 but a new venue is being sought for the course in the South since St George's Hospital in London is no longer suitable.

The latest NICE Basal Cell Carcinoma guidance has significant implications on patients, GPs, Dermatology GPwERs, and secondary care providers. Specifically for GPs is the need to upskill in dermoscopy. The PCDS was one of the stakeholders in the development of these guidelines, and is the frontrunner in dermoscopy education.

The Advanced Dermoscopy meetings were not as well attended during 2021 and this, we are sure, was due to the continuation of the pandemic. However, we are hopeful that these will increase for following years. These meetings continue to be very rewarding activities for the Society.

During 2021 the Society in association with Reckitt Benckiser (RB) very successfully held eight Essential Dermatology for Pharmacists (ED4P) conferences exclusively for Superdrug. These were a profitable and useful exercise and the plan is for the Society to take back the complete title to this activity during 2022.

Individual Committee members and many regional members continue to give lectures and training for their local Post Graduate Centres (PGC), the Vocational Training Schemes (VTS) and in some cases for medical students.

Collaborations with other clinical groups continue such as Podiatrists, Nurses and Clinical Pharmacists and they are invited to appropriate meetings, further plans are in development to hold joint meetings wherever possible.

The Department of Health (DoH) has delegated some of their responsibilities to Public Health England and to the devolved parliament and assemblies. The Society continues to actively contribute where possible regarding guideline development and advice for the development of dermatology services and medicines provision. The society continues to work with the All Party Parliamentary Group on Skin (APPGS) on which it is represented and to which it actively contributes.

**PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)**

Report of the Trustees for the year ended 31 October 2021 (Continued)

During 2020 it was decided to expand the number of Executive Committee members, 20 members of the Society put themselves forward for selection. A process of application and interviews were held during November and the following candidates were appointed –

Dr Ben Kay, Dr Tim Cassford, Dr Syreeta Daw and Julie van Onselen (Specialist Nurse).

In addition to these a further new Executive Committee member was appointed during 2021 – Dr Stephanie Gallard who is both a GP and a qualified pharmacist.

In June 2021 a strategy day was held which included members of both the Trustee and Executive Committees. A programme of activities to further elevate the profile of the Society and attract more members was developed and is being activated.

Members of the Executive Committee are active on other Committees such as the Dermatology Council for England, various Scottish committees which equate with the UK bodies, local advisory groups e.g. CCGs around the country, and contribute hugely to the dermatology care of patients through support of patient support groups and via the media.

Plans for future periods 2021-2022

The Society has organised the following educational meetings to be held during 2021/22. It is anticipated that with booster vaccinations and the demise of the delta strain that larger numbers of delegates will once again be able to attend these meetings. GPs and other healthcare professionals are required to maintain their competencies and this can be achieved by attending PCDS educational courses.

Main meetings for the period include –

Scottish Meeting	13 November	Online
Annual Meeting	12/13 March	Chesford Grange, Kenilworth
Where Dermatology meets ...	16 June	Cavendish Conference Centre
Autumn Meeting	22 September	Manchester Conference Centre

It was agreed at the Strategy Day that the Society would start to develop relationships with other primary care societies. Tim Cunliffe had already developed a relationship with Anne Connolly, Chair of the Primary Care Women's Health Forum in connection with the GPwER accreditation scheme and it was decided that a joint meeting would be held between both societies in 2022. In future years it is hoped to further expand this to other groups.

Sponsorship for the Essential Dermatology Society series has been secured for 2021/22 with £12,000 each from Dermal, Almirall and La Roche Posay which underpins each course.

**PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)**

Report of the Trustees for the year ended 31 October 2021 (Continued)

Essential Dermatology Meetings 2021/22:-

Birmingham ED2	4 November	Malmaison
Live online	8 December	Online
London ED1	2 March	Cavendish Conference Centre
Abergavenny ED1	22 March	Nevill Hall Hospital
Manchester ED1	24 March	Manchester Conference Centre
Stratford Upon Avon ED1	25 May	Stratford Manor Hotel
London ED2	7 September	Cavendish Conference Centre
Swansea ED1	15 September	Village Hotel
Manchester ED2	23 September	Manchester Conference Centre
Gatwick ED1	28 September	Holiday Inn

Dermoscopy Meetings 2021/22:-

Leicester DFI	19 November	Hilton Hotel
London DFAB	24 November	Cavendish Conference Centre
Live online	13 January	Online
Cardiff DFAB	17 February	The Vale Resort
Birmingham DFI	9 March	Malmaison Hotel
London DFAB	18 March	Cavendish Conference Centre
London DFI	23 March	Cavendish Conference Centre
Manchester DFI	7 April	Manchester Conference Centre
Sheffield DFAB	27 April	Holiday Inn, Barnsley
London DFAB	17 June	Cavendish Conference Centre
Nottingham DFI	29 June	Belfry Hotel
Cardiff DFI	14 September	The Vale Resort
Stratford Upon Avon DFAB	5 October	Stratford Manor Hotel
Abergavenny DFAB	11 October	Nevill Hall Hospital
Manchester DFAB	12 October	Manchester Conference Centre
Sheffield DFI	19 October	Holiday Inn, Barnsley

The Society will also be attending conferences organised by other organisations to raise the profile and work of the Society and to attract new members. Once again representation will be at Primary Care & Public Health, Best Practice (a big 2-day conference at the NEC in Birmingham which attracts thousands of members of the primary care team), and Guidelines Live at Excel in November. The BAD has offered a free stand at their annual conference in Glasgow in July 2022.

The Society continues to be contacted by CCGs and other organisations across the UK requesting education courses in their locality. An estimated cost for the provision of bespoke education is provided on an individual basis.

On Saturday, 22 January 2022 the Society will be hosting its second International Virtual Dermoscopy meeting. Last year's meeting attracted over 300 delegates and we are looking forward to this event.

**PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)**

Report of the Trustees for the year ended 31 October 2021 *(Continued)*

Reserves policy

The trustees are resolved to limit spending each year to an amount considered to balance the interest of the current and future beneficiaries of the Society's work. The trustees have established a policy of retaining funds equivalent to 3 months of expenditure in order to protect the Society's core activities in the event of a shortfall in income. This was estimated to be approximately £150,000. Unrestricted reserves at the balance sheet date totalled £296,367 (2020 - £316,822). Although the amounts in reserve exceed the target, over the years the organisation has seen fluctuations in financial results from year to year and therefore the trustees do not see the level of reserves as excessive.

Qualifying 3rd Party Indemnity Provisions

The charitable company has granted an indemnity to its trustees against liability in respect of actions brought by third parties, subject to the conditions set out in the Companies Act 2006. Such qualifying third party indemnity provision remains in force as at the date of approving the Trustees' Report.

**PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)**

Report of the Trustees for the year ended 31 October 2021 (Continued)

Statement of Trustees' Responsibilities

The trustees (who are also directors of Primary Care Dermatology Society for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company 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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year. In preparing those financial statements, 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 financial statements; and
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

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

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

Signed on behalf of Trustees



Mrs Gladys Edwards
Chair

Dated 10th June 2022

**PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)**

Independent Examiners Report to the members of Primary Care Dermatology Society

I report to the charity trustees on my examination of the accounts of Primary Care Dermatology Society for the year ended 31st October 2021.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of The Institute of Chartered Accountants in England & Wales, which is one of the listed bodies.

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

- (1) accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
- (2) the accounts do not accord with those records; or
- (3) the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination; or
- (4) the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities.

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.

Moore Kingston Smith W

Jonathan Seymour
For and on behalf of Moore Kingston Smith LLP
Chartered Accountants

Date: *30 June 2022*

The Shipping Building
The Old Vinyl Factory
Blyth Road, Hayes
Middlesex
UB3 1HA

PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)

Statement of financial activities (incorporating an income and expenditure account)
for the year ended 31 October 2021

		Unrestricted Total Funds	Unrestricted Total Funds
	Note	2021	2020
		£	£
Income and endowments from:			
Corporate sponsorship		238,685	316,963
Subscriptions		23,969	25,637
Investments	2	11	338
Charitable activities			
Educational meeting attendance fees		287,341	107,119
Total income		550,006	450,057
Expenditure on:			
Raising funds			
Fundraising costs	3	59,971	61,357
Charitable activities:			
Educational meetings	4	510,490	332,098
Total expenditure		570,461	393,455
Net (expenditure)/income		(20,455)	56,602
Resources b/fwd		316,822	260,220
Balance as at 31 October 2021		296,367	316,822

All amounts relate to continuing activities.
All gains and losses recognised in the year are included above.

The notes on pages 18 to 23 form part of these financial statements.

PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)

Balance sheet at 31 October 2021

	Note	2021	2020
		£	£
Fixed assets			
Tangible assets	8	-	-
Current assets			
Debtors	9	71,969	62,530
Cash and bank balances		361,182	361,827
		<u>433,151</u>	<u>424,357</u>
Creditors: amounts falling within one year	10	(136,784)	(107,535)
Net current assets		<u>296,367</u>	<u>316,822</u>
Net assets		<u>296,367</u>	<u>316,822</u>
Financed by:			
Unrestricted funds	12	296,367	316,822

For the year ending 31 October 2021 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies. The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

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

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

The financial statements were approved and authorised for issue on 10/6/22 and signed on its behalf by:


 Mrs Gladys Edwards
 Trustee (Chair)

The notes on pages 18 to 23 form part of these financial statements.

Company Registration No. 05254647

PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)

Statement of Cash Flows for the year ended 31 October 2021

	2021	2020
	£	£
Cash flows from operating activities		
Net (expenditure)/income for the year	(20,455)	56,602
Adjustments for:		
Interest receivable	(11)	(338)
Decrease/(increase) in debtors	(9,439)	13,564
Increase/(decrease) in creditors	29,249	27,449
Net cash generated/(used) in operating activities	(656)	97,277
Cash flows from investing activities		
Interest received from investments	11	338
Net cash (used in) / provided by investing activities	11	338
Cash flows from financing activities	-	-
Change in cash and cash equivalents in the reporting period	(645)	97,615
Cash and cash equivalents at the beginning of the year	361,827	264,212
Cash and cash equivalents at the end of the year	361,182	361,827

PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)

Notes forming part of the financial statements for the year ended 31 October 2021

1 Accounting policies

Primary Care Dermatology Society is a company limited by guarantee, domiciled and incorporated in England and Wales. The registered office is The Shipping Building, The Old Vinyl Factory, Blyth Road, Hayes, Middlesex, UB3 1HA.

Basis of accounting

The financial statements have been prepared in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). The company is a public benefit entity for the purposes of FRS 102 and a registered charity established as a company limited by guarantee and therefore has also prepared its financial statements in accordance with the 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 (The FRS 102 Charities SORP), the Companies Act 2006 and Charities Act 2011.

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

Going Concern

The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the company to continue as a going concern. The trustees make this assessment in respect of a period of one year from the date of approval of the financial statements. The company had a shortfall for the year of £20,455, and had net assets of £296,367 as at 31 October 2021. Subsequent to the year end, as a result of the coronavirus crisis, the trustees evaluated the impact on the company. The trustees noted that the company has cash reserves of £361,182 at the date of approval of the financial statements and the latest management accounts show a surplus of £513,472. The trustees have also considered the forecast cash flows and believe that the company will be able to continue in business and meet its liabilities as they fall due for a period of at least twelve months from the date of approval of the financial statements.

Income

Subscriptions, sponsorship and other income is accounted for in the year in which it is receivable. Income from attendance fees for educational meetings is recognised in the year in which they are held.

Where a sponsorship has been specified as relating to a future accounting period or where subscriptions relate to a future accounting period, the income is deferred until that period. All income deferred in the previous year has been recognised in the current year.

Income from investments

Bank interest is accounted for when received.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to the expenditure. Expenses are accounted for on an accruals basis.

PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)

Notes forming part of the financial statements for the year ended 31 October 2021 (*Continued*)

1 Accounting policies (continued)

Costs of generating funds comprise of those costs directly attributable to generating sponsorship income.

Charitable activities include all expenditure incurred in pursuance of the Society's objectives.

Governance costs comprise of all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to the preparation and examination of the financial statements and legal fees.

Support costs include general administrative costs and are apportioned to appropriate expense categories on a percentage of total cost basis.

Tangible fixed assets and Depreciation

Tangible fixed assets are included at cost. Depreciation is provided to write off the cost, less estimated residual values, of all tangible fixed assets, evenly over their expected useful lives. It is calculated at the following rates:

Computer software and office equipment - 33.3% per annum straight line

Financial instruments

Cash and cash equivalents comprise cash at banks and in hand, including short term deposits with a maturity date of three months or less.

Debtors and Creditors

Debtors and creditors receivable or payable within one year of the reporting date are carried at their transaction price.

Funds

Unrestricted funds comprise of the accumulated excess of incoming resources over resources expended on the Statement of Financial Activities. They are available for use at the discretion of the Trustees in furtherance of the general objectives of the Society.

Taxation

No provision has been made for taxation as the Society's status renders it exempt from UK direct taxation.

Operating leases

Financial commitments under non-cancellable operating leases are charged to the Statement of Financial Activities as they fall due.

PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)

Notes forming part of the financial statements for the year ended 31 October 2021 *(Continued)*

1 Accounting policies (continued)

Judgements and key sources of estimation uncertainty

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions 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.

The judgement that management has made in the process of applying the charity's accounting policies which has the most significant effect on the amounts recognised in the accounts is the allocation of support costs across activities.

2 Investment income

	2021	2020
	£	£
Interest on cash deposits	11	338
	<u> </u>	<u> </u>

3 Costs of generating funds

	2021	2020
	£	£
Signature Healthcare - secretariat management fee for fundraising	48,383	47,378
Support costs	11,588	13,979
	<u>59,971</u>	<u>61,357</u>

4 Charitable activities

	2021	2020
	£	£
Venue costs	87,546	46,708
Honoraria	61,032	35,639
Other meeting related costs	76,767	69,285
Signature Healthcare - secretariat management fee for educational meetings	186,502	104,802
Support costs	98,643	75,664
	<u>510,490</u>	<u>332,098</u>

PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)

Notes forming part of the financial statements for the year ended 31 October 2021 *(Continued)*

5 Support costs

	2021	2020
	£	£
Office expenses	12,122	8,650
Professional fees and website maintenance	1,013	1,340
Irrecoverable VAT	36,372	18,990
Postage and courier cost	7,672	8,867
Travel and subsistence	58	-
Governance costs (see Note 6)	52,994	51,796
	<u>110,231</u>	<u>89,643</u>
Apportioned to:		
Costs of generating funds	11,588	13,979
Charitable activities	98,643	75,664
	<u>110,231</u>	<u>89,643</u>

Support costs include:

Operating leases	1,527	3,054
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6 Analysis of governance costs

	2021	2020
	£	£
Independent examiners/auditors remuneration is broken down as follows:		
Independent examination/audit of the financial statements	4,250	4,600
Other governance costs include:		
Bookkeeping	6,720	6,640
Accountancy	4,930	5,425
Administrative support	36,137	35,131
Legal & professional fees	957	-
	<u>52,994</u>	<u>51,796</u>

PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)

Notes forming part of the financial statements for the year ended 31 October 2021 (*Continued*)

7 Trustees and other employees

The Society had no staff costs in the year as it had no employees. The Society's key management personnel comprise the trustees and the Executive Chair. The total employment benefits of the key management personnel were £25,200 (2020: £24,000).

Five trustees had expenses reimbursed totalling £496 (2020 - £1,273 to four trustees) in respect of travel and subsistence.

No other related party transactions took place in the year that require disclosure.

8 Fixed assets

**Computer software and
Office equipment**

	£
<i>Cost</i>	
At 1 November 2020	9,883
At 31 October 2021	<u>9,883</u>
<i>Depreciation</i>	
At 1 November 2020	9,883
Provided for the year	-
At 31 October 2021	<u>9,883</u>
<i>Net book value</i>	
At 31 October 2021	-
At 31 October 2020	<u>-</u>

9 Debtors

	2021	2020
	£	£
Trade debtors	12,090	8,650
Prepayments and accrued income	39,393	45,356
Taxation	20,486	8,524
	<u>71,969</u>	<u>62,530</u>

PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)

Notes forming part of the financial statements for the year ended 31 October 2021 (*Continued*)

10 Creditors: amounts falling due within one year

	2021	2020
	£	£
Trade creditors	73,194	25,096
Accruals	19,014	6,700
Income deferred into next accounting year	44,576	75,739
	<u>136,784</u>	<u>107,535</u>

Deferred income brought forward was fully released in the current year. Deferred income relates to meeting attendance income received in advance for meetings taking place post year end, and also an element of membership subscriptions income relating to post year end.

11 Operating lease commitments

At the reporting end date the company had the following future minimum lease payments under non-cancellable operating leases which fall due as follows:

	2021	2020
	£	£
Within one year	-	1,527
Between two and five years	-	-
	<u>-</u>	<u>1,527</u>

12 Unrestricted funds

	Balance b/fwd	Incoming Resources	Outgoing Resources	Balance 31 October 2021
	£	£	£	£
Unrestricted funds	316,822	550,006	(570,461)	296,367
	<u>316,822</u>	<u>550,006</u>	<u>(570,461)</u>	<u>296,367</u>

Accounts

**Primary Care Dermatology Society
(Limited by Guarantee)**

Report and unaudited Financial Statements

Year Ended

31 October 2020

Company number 05254647

Charity number 1109376

**PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)**

Annual report and unaudited financial statements for the year ended 31 October 2020

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16	Statement of cash flows
17	Notes forming part of the financial statements

Directors/Trustees

Mrs G Edwards
Dr A Jordan
Dr J Buchan
Mrs B Page
Mr I Bristow
Dr I Mauri-Sole

Secretary and Registered Office

Graham Bolton
The Shipping Building
The Old Vinyl Factory
Blyth Road
Hayes
Middlesex
UB3 1HA

Company number

05254647

Charity number

1109376

**PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)**

Report of the Trustees for the year ended 31 October 2020

The Trustees present their report and the unaudited financial statements for the year ended 31 October 2020.

The Trustees who served throughout the year were:

Mrs G Edwards (Chair)
Dr A Jordan
Dr J Buchan
Mrs B Page
Mr I Bristow
Dr I Mauri-Sole

The day to day running of the Society is delegated to Dr A Razzaque.

Secretary

Graham J Bolton

Executive Chair

Dr A Razzaque

Independent examiner

Moore Kingston Smith LLP
The Shipping Building
The Old Vinyl Factory
Blyth Road
Hayes
Middlesex
UB3 1HA

Bankers

Barclays Bank plc
6 Church Street
Rickmansworth
Watford
Herts
WD3 1BT

Solicitors

Hempsons
100 Wood Street
Barbican
London
EC2V 7AN

PRIMARY CARE DERMATOLOGY SOCIETY (Limited by Guarantee)

Report of the Trustees for the year ended 31 October 2020 (Continued)

Structure, Governance and Management Governing document

Primary Care Dermatology Society (PCDS) is established as a company limited by guarantee and is registered as a charity with the Charity Commission. The affairs of the Society are governed by its Memorandum and Articles of Association last amended on 10 June 2011. The amendment in June was introduced to authorise the remuneration of Trustees where they provide services to the Society outside of the roles as Trustees. The liability of each member in the event of the Society being wound up is limited to a sum not exceeding £10.

The Primary Care Dermatology Society was originally formed in 1994 as an unincorporated charity (No. 1046172). This charity ceased activity on the 31st October 2005 and its assets, totalling £97,494 were transferred to the new incorporated charity, under an Agreement for the Transfer of Assets dated 1 November 2005.

The directors of the company are also charity Trustees for the purposes of charity law and under the company's Articles are known as members of the Charity. Under the requirements of the Memorandum and Articles of Association, at each annual general meeting one third of the Directors or, if their number is not 3 or a multiple of 3, the nearest to one third must retire from office. The number of Directors shall be not less than three (unless otherwise determined by ordinary resolution) but shall not be subject to any maximum. Trustees are nominated for election because of the skills, expertise and knowledge that they can bring to the organisation. It is the existing Trustees' responsibility to identify potential Trustees with appropriate skills and background. Two members of the current Board of Trustees interview every potential Trustee and report back to the Board with their recommendations. Following their agreement, the Chairman invites potential Trustees to put themselves forward for election at the AGM.

Key management personnel remuneration

The trustees consider the board of Trustees and the Executive Chair as comprising the key management personnel of the charity in charge of directing and controlling the charity, and running and operating the charity on a day to day basis. Trustees are responsible for the management of PCDS for which they receive no remuneration. The remuneration of the Executive Chair is agreed by Trustees when setting the annual budget. This is due to be reviewed before the current Executive Chair steps down. Trustees will discuss and agree the future development of the role and the appropriate level of remuneration.

Risk management

PCDS has a comprehensive Risk Assessment Policy which categorises the impact of the principal risks to the Society. The key risks are around obtaining sufficient corporate sponsorship and the possible impact this could have on financial planning and management. This is regularly discussed and monitored at Trustee Meetings as well as Business meetings which are attended by the Chair of Trustees.

Financial Review

During the year the Society received corporate sponsorship of £316,963 (2019 - £305,769). In addition, it received subscriptions of £25,637 (2019 - £25,727) and educational meeting attendance fees of £107,119 (2019 - £272,705). The cost of educational meetings was £332,098 (2019 - £470,805), which is clearly heavily subsidised by the corporate sponsorship. The impact of the Covid-19 pandemic during the period is apparent in reduced meeting income due to postponed meetings. More detail is provided throughout this report.

Reserves at the year-end were £316,822 (2019 - £260,220), which were all unrestricted. Cash and bank balances at the year-end stood at £361,827 (2019 - £264,212).

**PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)**

Report of the Trustees for the year ended 31 October 2020 (Continued)

Objectives and Activities

The unincorporated Primary Care Dermatology Society was formed in July 1994 after recognising the need for a forum where GPs could exchange views on primary care dermatology, develop their skills and progress clinical research in this developing field of medicine.

As ongoing changes continue to occur in the NHS, moving more patient care into the community, the PCDS in collaboration with Consultant Dermatologists aims to assist all primary care healthcare professionals in the disease management of chronic skin disorders. In addition, the development of GPs with Extended Roles (GPERs) in dermatology requires a voice and forum for support and discussion which the PCDS is ideally placed to provide.

The Society's objects, as set out in the Memorandum and Articles of Association are the relief of sickness by advancing the education of general practitioners in dermatology and promoting research into dermatology and publishing the useful results of such research.

In May 2019 the Society opened membership to all members of the primary healthcare team and have welcomed new members from the fields of podiatry, clinical & community pharmacy as well as nurses.

We have referred to the guidance in the Charity Commission's general guidance on Public Benefit including the guidance 'public benefit: running a charity (PB2)' when reviewing our aims and objectives and in planning our future activities. We believe that the activities we undertake are a clear benefit to the public and in accordance with the aims and objectives we have set.

The primary objectives for the Society are as follows:-

- To provide an innovative forum for all members of the primary healthcare team with a common interest in dermatology to exchange views and ideas, encourage research, improve patient management and promote education for the healthcare team
- To encourage an interest and provide an arena to promote and establish a clearer understanding of dermatology in primary care
- To create wider awareness and appreciation of the benefits of shared care and to encourage strong links with specialist groups such as the British Association of Dermatologists (BAD), the Royal College of General Practitioners and the British Dermatology Nurses Group.

**PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)**

Report of the Trustees for the year ended 31 October 2020 (*Continued*)

Strategies

Recent data confirms that up to 25% of patients consult their GP with a dermatological condition in any one year and since GPs receive little or no formal postgraduate training in dermatology (as confirmed by the Freedom of Information research in 2019 by the Dermatology Council for England) and undergraduate dermatological teaching is often minimal or even absent, the work of the Society is vital to fill this educational gap. The Royal College of General Practitioners (RCGP) published 'Good Medical Practice for General Practitioners' (July 2008).

The planned introduction in 2009 of relicensure and recertification is now in force. All doctors registered with the GMC must have a licence to practice and be subject to 5 yearly revalidation. As part of this process GPs must undertake annual appraisal and achieve at least 50 credit points per year period of continuous professional development. In addition, evidence of a quality improvement activity or a fully completed audit as well as five yearly colleague and patient feedback needs to be submitted. It is expected that clinicians have reflected on their learning and that changes to practice have been implemented where applicable. The RCGP advises that doctors should be aware of being over dependent on sources of information and educational events that may be commercially biased.

The Society recognises that this will mean that the demand for unbiased, quality education will be greater than ever and is in an excellent position to offer this to primary healthcare teams across the UK.

Furthermore, the Society is proactively engaged in the GPwER accreditation process in having been implemental in the development of the framework as well as continuously being present on the accreditation panel.

The NHS Long Term Plan published in January 2019 set the direction for service delivery in Primary, Community and Secondary Care working towards Integrated Care Systems (ICS). This has prompted CCG merger activity in many parts of the country starting to operate from 4/20 already as the foundation of ICSSs. Primary Care Networks have been formed and are in place with national and local directives to deliver population-based health care. In all these developments lie opportunities for service delivery taking on a more joined up approach and in that making the patient journey and experience a better one. Dermatology is at the forefront in many areas to set examples of integrated care and the Society is in a position to deliver multi-professional or -disciplinary education since opening up its membership to other Primary Care Health Care workers in 2019, a very welcomed move in the eyes of Health Education England.

Various RCGP regions and some Clinical Commissioning Groups (CCG) already use the Society's services to train their Vocational Training Registrars and other local GPs on a regular basis. The academic department of the RCGP have, in conjunction primarily with the PCDS (using its website

**PRIMARY CARE DERMATOLOGY SOCIETY
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Report of the Trustees for the year ended 31 October 2020 (*Continued*)

and educational conferences) and the BAD (providing guideline documents) developed a comprehensive library of dermatological educational material acting as electronic reference for GPs and others.

In 2020 it was decided not to renew accreditation from the RCGP for all the brands of education provided by the Society. It was becoming an increasingly lengthy process and one we felt that actually no longer provided us with unbiased educational materials since the RCGP were questioning certain aspects of our programmes. It is important that as a Society that we provide education to peers based on long term experience and expertise as well as familiarity with both treatments and management of patients with skin disease. It was also felt that accreditation from the RCGP would not be relevant to many of the new members who are not GPs.

The Education Sub Committee of the Society selects topics and approaches the most appropriate healthcare professional to deliver that presentation for the four individual meetings held each year as listed below.

The Society continues to work closely with the British Association of Dermatologists (BAD), Dermatology Council for England, All Party Parliamentary Group on Skin and other professional groups to further the awareness and importance of dermatology in the health arena. The Society is affiliated to the BAD and the Royal College of General Practitioners.

The Society continues to develop relationships with the regional faculties of the RCGP.

**PRIMARY CARE DERMATOLOGY SOCIETY
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Report of the Trustees for the year ended 31 October 2020 (Continued)

Achievements and Performance

Despite the Covid-19 pandemic the Society managed to run the following conferences. However, many had to be postponed due to lockdowns. To mitigate costs we proactively contacted venues to postpone meetings where possible into 2021 to reduce cancellation fees. Many delegates were understanding and allowed their delegate fees to be deferred to alternative meeting dates. Refunds were kept to an absolute minimum.

In 2020 the following core educational meetings took place:-

November 2019	Scottish Meeting	Glasgow
March	Spring Meeting	Crewe
March	Advanced Dermoscopy	London
May	Skin Surgery	Leeds (postponed)
June	Summer Meeting	London (postponed)
September	Autumn Meeting	Cardiff (online)
October	Skin Surgery	London
October	Advanced Dermoscopy	Manchester (postponed)

Essential Dermatology Series 1 & 2 meetings 2020:-

London (1)	25 March	Hallam Conference Centre (postponed)
Newcastle (2)	1 April	RCGP North East (postponed 2021)
Leeds (1)	30 April	Marriott (postponed 29.09)
Llandudno (1)	4 June	RCGP North Wales (postponed 2021)
London (1)	10 June	RCGP Beds & Herts (cancelled)
Cheltenham (2)	25 June	Cheltenham Chase (postponed 27.11)
Birmingham (1)	30 September	Crowne Plaza City Centre
Abergavenny (1)	6 October	Gwent VTS
Swansea (1)	7 October	RCGP SW Wales (postponed 2021)
London (1)	3 November	Cavendish Conference Centre
London (2)	4 November	Cavendish Conference Centre
Abergavenny (2)	11 November	Gwent VTS (postponed 2021)

In 2020 sponsorship from Dermal, RB & Galderma was secured at £45,000 to underpin the planned meetings.

A total of 160 delegates were educated during 2020.

**PRIMARY CARE DERMATOLOGY SOCIETY
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Report of the Trustees for the year ended 31 October 2020 (Continued)

Dermoscopy for Absolute Beginners (DFAB) & Dermoscopy for Intermediates (DFI) 2020:-

Llantrisant (DFAB)	1 February	Royal Glamorgan Hospital
Manchester (DFAB)	26 February	Manchester Conference Centre
High Wycombe (DFAB)	10 March	RCGP Thames Valley
London (DFAB)	24 April	Cavendish Conference Centre (09.07.20)
Liverpool (DFAB)	29 April	Crowne Plaza, Liverpool (postponed 2021)
Sheffield (DFI)	7 May	Double Tree Hilton (postponed 2021)
Colchester (DFAB)	21 May	EQUIP (postponed 2021)
Abergavenny (DFAB)	17 June	Gwent VTS (16.09.20)
Swansea (DFAB)	18 June	RCGP SW Wales (postponed 2021)
Nottingham (DFAB)	10 September	Marriott Belfry
Manchester (DFI)	24 September	Manchester Conference Centre
London (DFI)	22 October	Cavendish Conference Centre
London (DFAB)	18 November	Cavendish Conference Centre
London (DFAB)	25 November	Cavendish Conference Centre

A total of 305 delegates were educated during 2020.

The Dermoscopy for Beginners courses has promulgated the benefits of Dermoscopy in the early diagnosis of skin cancer. The importance of Dermoscopy was recognised during 2019 by the National Institute for Health and Clinical Excellence (NICE) by making it a prerequisite for all patients referred to hospital with suspected skin cancer. The Society has seen growth in attendance at all Dermoscopy courses both stand alone and in conjunction with RCGP Faculties and others.

However, the Covid-19 pandemic caused many of the organised conferences to be postponed. Fortunately, many venues were able to move the bookings forward to new dates in 2021 thus negating cancellation fees. However, delegate attendance was limited to a maximum of 30 delegates post Lockdown 1.0 but as a Society we felt it was important to maintain this important training. It is clear that many of these meetings did not break even but it was important to provide primary healthcare practitioners with the skills necessary to enable them to better diagnose skin lesions and thus reduce unnecessary referrals into secondary care.

The PCDS continues to endeavour to ensure that both primary and secondary care are working together with combined aims of providing patients with the best possible care. The Society continues to provide information to all Governmental bodies including NICE and the APPGS and continues to be involved with Department of Health Stakeholder groups.

Dr Tim Cunliffe has continued his work as clinical lead at the Royal College of General Practitioners (RCGP) to develop the framework for General Practitioners with Extended Roles

**PRIMARY CARE DERMATOLOGY SOCIETY
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Report of the Trustees for the year ended 31 October 2020 (*Continued*)

(GPwER). Dermatology was the vanguard for this initiative which will be rolled out on a national basis across various disease areas. It will provide patients, commissioners and providers with a reliable assessment of the training and experience of GPs offering an enhanced level of care. This was launched in the Autumn of 2019 and the first GPSIs completed the move to GPwER status. More will be commencing the process with effect from April 2021.

The Society continues to assess the needs of the membership regarding dermatology education and the education sub-committee take these requests into consideration when drawing up the programmes and where they are held. This is achieved by asking delegates to complete evaluation forms at the end of every meeting and by on-line questionnaires.

There continues to be a demand for surgical training and the Society now provides two courses per year for GPs to further develop their skills. These are, by virtue of their trainer and equipment intensive in nature, expensive to provide but receive high satisfaction ratings from attendees, as do all the meetings. These will continue whilst there is continued demand. However, during the Covid-19 pandemic it was necessary to cancel the Leeds course in May. Many delegates were happy to allow their course fees to move to either the London course or to Leeds in 2021.

The NICE skin cancer guidance has had significant implications on GPs and anyone receiving referrals regarding possible skin cancers require clinicians trained in Dermoscopy in all cases. The PCDS has been the frontrunner in getting this accepted and is the main provider of Dermoscopy training in the UK. The Society is aware of issues surrounding the current NICE Guidance and continues to work with various agencies to address these.

The Advanced Dermoscopy meetings continue to be well attended and the March meeting went ahead but the October meeting was postponed to 2021 due to local lockdown issues in Manchester. The normal two meetings are planned for 2021 – London in March and Manchester in October. These meetings continue to be very rewarding activities for the Society.

Individual Committee members and many regional members continue to give lectures and training for their local Post Graduate Centres (PGC), the Vocational Training Schemes (VTS) and in some cases for medical students also.

Collaborations with other clinical groups continues such as Podiatrists, Nurses and Clinical Pharmacists and they are invited to appropriate meetings and further plans are in development to hold joint meetings wherever possible.

The Department of Health (DoH) has delegated some of their responsibilities to Public Health England and to the devolved parliament and assemblies. The Society continues to actively contribute where possible regarding guideline development and advice for the development of dermatology service and medicines provision. It continues to work with the All Party Parliamentary Group on Skin (APPGS) on which it is represented and to which it actively contributes.

**PRIMARY CARE DERMATOLOGY SOCIETY
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Report of the Trustees for the year ended 31 October 2020 (Continued)

Members of the Executive Committee are active on other Committees such as the DCE, various Scottish committees which equate with the UK bodies, local advisory groups e.g. CCGs around the country and contribute hugely to the dermatology care of patients through support of patient support groups and via the media.

Plans for future periods

The Society has organised the following educational meetings to be held during 2021. It is anticipated that with the advent of a vaccine for Covid-19 that larger numbers of delegates will once again be able to attend these meetings. GPs and other healthcare professionals are required to maintain their competencies and this can be achieved by attending PCDS educational courses.

Sponsorship for the Essential Dermatology Society series has been secured for 2021 with £12,000 each from Dermal & Galderma. Unfortunately, RB no longer have a primary care field force. The reduced fee for 2021 reflects the postponement of 4 meetings from 2020 which were unable to go ahead as the RCGP furloughed their regional staff from March to November. So, for 2021 we are carrying forward the 3 postponed meetings and are adding a further 7. Once again, we are hopeful that once the vaccine has been delivered delegate numbers can increase to more normal levels in 2021.

Essential Dermatology Meetings 2021:-

London ED1	26 February	Hallam Conference Centre
Milton Keynes ED1	18 March	Kents Hill Park
Manchester ED1	24 March	Manchester Conference Centre
Nottingham ED1	29 April	Marriott Nottingham Belfry
Leeds ED2	9 September	Leeds Marriott
London ED2	17 September	Cavendish Conference Centre
Birmingham ED2	4 November	Crowne Plaza City Centre

Plus 4 to be reorganised as listed previously

Dermoscopy Meetings 2021:-

London DFAB	5 February	Cavendish Conference Centre
Manchester DFAB	4 March	Manchester Conference Centre
London DFI	26 March	Cavendish Conference Centre
Nottingham DFI	30 March	Marriott Nottingham Belfry
Liverpool DFAB	14 April	Crowne Plaza
Leicester DFAB	29 April	Leicester Hilton
Sheffield DFI	19 May	Sheffield Park Hilton
Liverpool DFI	27 May	Crowne Plaza
Birmingham DFAB	23 June	Crowne Plaza City Centre

**PRIMARY CARE DERMATOLOGY SOCIETY
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Report of the Trustees for the year ended 31 October 2020 (Continued)

London DFAB	30 June	Cavendish Conference Centre
London DFAB	6 October	Cavendish Conference Centre
Manchester DFAB	13 October	Manchester Conference Centre
London DFI	21 October	Cavendish Conference Centre
Leicester DFI	18 November	Leicester Hilton
London DFAB	24 November	Cavendish Conference Centre

The Society will also be attending conferences organised by other organisations to raise the profile and work of the Society and to attract new members. Once again representation will be at Primary Care & Public Health, a big 2-day conference at the NEC in Birmingham which attracts thousands of members of the primary care team as well as Guidelines Live at Olympia in November. Other postponed events from 2020 – 2021 include Foot Show in Liverpool and MIMS Dermatology.

The Society continues to be contacted by CCGs and other organisations across the UK requesting education courses in their locale. An estimate for the provision of bespoke education is provided on an individual basis.

On Saturday, 23rd January 2021 the Society hosted its first International Virtual Dermoscopy meeting. This has attracted a lot of attention and we are looking forward to the event.

RB are exploring a programme to highlight and potentially level inequalities in skin care across the UK. The Society will be working with RB on this collaboration during 2021.

The PCDS website upgrade is work in progress and it is anticipated that it will be ready for re-launch in April 2021.

Reserves policy

The trustees are resolved to limit spending each year to an amount considered to balance the interest of the current and future beneficiaries of the Society's work. The trustees have established a policy of retaining funds equivalent to 3 months of expenditure in order to protect the Society's core activities in the event of a shortfall in income. This was estimated to be approximately £150,000. Unrestricted reserves at the balance sheet date totalled £316,822 (2019 - £260,220). Although the amounts in reserve exceed the target, over the years the organisation has seen fluctuations in financial results from year to year and therefore the trustees do not see the level of reserves as excessive.

Qualifying 3rd Party Indemnity Provisions

The charitable company has granted an indemnity to its trustees against liability in respect of actions brought by third parties, subject to the conditions set out in the Companies Act 2006. Such qualifying third party indemnity provision remains in force as at the date of approving the Trustees' Report.

PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)

Report of the Trustees for the year ended 31 October 2020 (Continued)

Statement of Trustees' Responsibilities

The trustees (who are also directors of Primary Care Dermatology Society for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company 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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year. In preparing those financial statements, 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 financial statements; and
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

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

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

Signed on behalf of Trustees



Mrs Gladys Edwards
Chair

Dated 4th June 2021.

**PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)**

Independent Examiners Report to the members of Primary Care Dermatology Society

I report to the charity trustees on my examination of the accounts of Primary Care Dermatology Society for the year ended 31st October 2020.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of The Association of Chartered Certified Accountants, which is one of the listed bodies.

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

- (1) accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
- (2) the accounts do not accord with those records; or
- (3) the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination; or
- (4) the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities.

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.

Moore Kingston Smith LLP

Date: *14 June 2021*

Mahmood Ramji
For and on behalf of Moore Kingston Smith LLP
Chartered Accountants

The Shipping Building
The Old Vinyl Factory
Blyth Road, Hayes
Middlesex
UB3 1HA

PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)

Statement of financial activities (incorporating an income and expenditure account)
for the year ended 31 October 2020

		Unrestricted Total Funds	Unrestricted Total Funds
	Note	2020	2019
		£	£
Income and endowments from:			
Corporate sponsorship		316,963	305,769
Subscriptions		25,637	25,727
Investments	2	338	373
Charitable activities			
Educational meeting attendance fees		107,119	272,705
Total income		450,057	604,574
Expenditure on:			
Raising funds			
Fundraising costs	3	61,357	53,414
Charitable activities:			
Educational meetings	4	332,098	470,805
Total expenditure		393,455	524,219
Net (expenditure)/income		56,602	80,355
Resources b/fwd		260,220	179,865
Balance as at 31 October 2020		316,822	260,220

All amounts relate to continuing activities.
All gains and losses recognised in the year are included above.

The notes on pages 17 to 22 form part of these financial statements.

PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)

Balance sheet at 31 October 2020

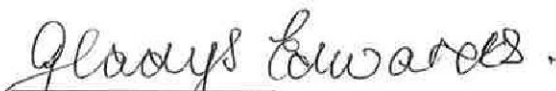
	Note	2020	2019
		£	£
Fixed assets			
Tangible assets	8	-	-
Current assets			
Debtors	9	62,530	76,094
Cash and bank balances		361,827	264,212
		<u>424,357</u>	<u>340,306</u>
Creditors: amounts falling within one year	10	(107,535)	(80,086)
Net current assets		<u>316,822</u>	<u>260,220</u>
Net assets		<u>316,822</u>	<u>260,220</u>
Financed by:			
Unrestricted funds	12	316,822	260,220
		<u>316,822</u>	<u>260,220</u>

For the year ending 31 October 2020 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies. The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

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

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

The financial statements were approved and authorised for issue on 4/6/21 and signed on its behalf by:


 Mrs Gladys Edwards
 Trustee (Chair)

The notes on pages 17 to 22 form part of these financial statements.

Company Registration No. 05254647

PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)

Statement of Cash Flows for the year ended 31 October 2020

	2020	2019
	£	£
Cash flows from operating activities		
Net (expenditure)/income for the year	56,602	80,355
Adjustments for:		
Interest receivable	(338)	(373)
Decrease/(increase) in debtors	13,564	22,743
Increase/(decrease) in creditors	27,449	(7,524)
Net cash generated/(used) in operating activities	<u>97,277</u>	<u>95,201</u>
Cash flows from investing activities		
Interest received from investments	338	373
Net cash (used in) / provided by investing activities	<u>338</u>	<u>373</u>
Cash flows from financing activities	<u>-</u>	<u>-</u>
Change in cash and cash equivalents in the reporting period	<u>97,615</u>	<u>95,574</u>
Cash and cash equivalents at the beginning of the year	264,212	168,638
Cash and cash equivalents at the end of the year	<u>361,827</u>	<u>264,212</u>

**PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)**

Notes forming part of the financial statements for the year ended 31 October 2020

1 Accounting policies

Primary Care Dermatology Society is a company limited by guarantee, domiciled and incorporated in England and Wales. The registered office is The Shipping Building, The Old Vinyl Factory, Blyth Road, Hayes, Middlesex, UB3 1HA.

Basis of accounting

The financial statements have been prepared in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). The company is a public benefit entity for the purposes of FRS 102 and a registered charity established as a company limited by guarantee and therefore has also prepared its financial statements in accordance with the 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 (The FRS 102 Charities SORP), the Companies Act 2006 and Charities Act 2011.

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

Going Concern

The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the company to continue as a going concern. The trustees make this assessment in respect of a period of one year from the date of approval of the financial statements. The company has made a surplus for the year of £56,602, and had net assets of £316,822. Subsequent to the year end, as a result of the coronavirus crisis, the trustees evaluated the impact on the company. The trustees noted that the company has cash reserves of £361,827 at the date of approval of the financial statements and the latest management accounts show a surplus of £145,312. The trustees have also considered the forecast cash flows and believe that the company will be able to continue in business and meet its liabilities as they fall due for a period of at least twelve months from the date of approval of the financial statements.

Income

Subscriptions, sponsorship and other income is accounted for in the year in which it is receivable. Income from attendance fees for educational meetings is recognised in the year in which they are held.

Where a sponsorship has been specified as relating to a future accounting period or where subscriptions relate to a future accounting period, the income is deferred until that period. All income deferred in the previous year has been recognised in the current year.

Income from investments

Bank interest is accounted for when received.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to the expenditure. Expenses are accounted for on an accruals basis.

PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)

Notes forming part of the financial statements for the year ended 31 October 2020 (Continued)

1 Accounting policies (continued)

Costs of generating funds comprise of those costs directly attributable to generating sponsorship income.

Charitable activities include all expenditure incurred in pursuance of the Society's objectives.

Governance costs comprise of all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to the preparation and examination of the financial statements and legal fees.

Support costs include general administrative costs and are apportioned to appropriate expense categories on a percentage of total cost basis.

Tangible fixed assets and Depreciation

Tangible fixed assets are included at cost. Depreciation is provided to write off the cost, less estimated residual values, of all tangible fixed assets, evenly over their expected useful lives. It is calculated at the following rates:

Computer software and office equipment - 33.3% per annum straight line

Financial instruments

Cash and cash equivalents comprise cash at banks and in hand, including short term deposits with a maturity date of three months or less.

Debtors and Creditors

Debtors and creditors receivable or payable within one year of the reporting date are carried at their transaction price.

Funds

Unrestricted funds comprise of the accumulated excess of incoming resources over resources expended on the Statement of Financial Activities. They are available for use at the discretion of the Trustees in furtherance of the general objectives of the Society.

Taxation

No provision has been made for taxation as the Society's status renders it exempt from UK direct taxation.

Operating leases

Financial commitments under non-cancellable operating leases are charged to the Statement of Financial Activities as they fall due.

PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)

Notes forming part of the financial statements for the year ended 31 October 2020 *(Continued)*

1 Accounting policies (continued)

Judgements and key sources of estimation uncertainty

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions 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.

The judgement that management has made in the process of applying the charity's accounting policies which has the most significant effect on the amounts recognised in the accounts is the allocation of support costs across activities.

2 Investment income

	2020	2019
	£	£
Interest on cash deposits	338	373
	<u> </u>	<u> </u>

3 Costs of generating funds

	2020	2019
	£	£
Signature Healthcare - secretariat management fee for fundraising	47,378	43,300
Support costs	13,979	10,114
	<u>61,357</u>	<u>53,414</u>

4 Charitable activities

	2020	2019
	£	£
Venue costs	46,708	122,155
Honoraria	35,639	54,358
Other meeting related costs	69,285	95,921
Signature Healthcare - secretariat management fee for educational meetings	104,802	110,800
Support costs	75,664	87,571
	<u>332,098</u>	<u>470,805</u>

PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)

Notes forming part of the financial statements for the year ended 31 October 2020 *(Continued)*

5 Support costs

	2020	2019
	£	£
Office expenses	8,650	10,709
Professional fees and website maintenance	1,340	1,400
Irrecoverable VAT	18,990	20,647
Postage and courier cost	8,867	13,395
Travel and subsistence	-	79
Governance costs (see Note 6)	51,796	51,455
	<u>89,643</u>	<u>97,685</u>
Apportioned to:		
Costs of generating funds	13,979	10,114
Charitable activities	75,664	87,571
	<u>89,643</u>	<u>97,685</u>
Support costs include:		
Operating leases	3,054	3,054

6 Analysis of governance costs

	2020	2019
	£	£
Independent examiners/auditors remuneration is broken down as follows:		
Independent examination/audit of the financial statements	4,600	4,550
Other governance costs include:		
Bookkeeping	6,640	6,240
Accountancy	5,425	5,108
Administrative support	35,131	32,900
Legal & professional fees	-	2,657
	<u>51,796</u>	<u>51,455</u>

PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)

Notes forming part of the financial statements for the year ended 31 October 2020 (*Continued*)

7 Trustees and other employees

The Society had no staff costs in the year as it had no employees. The Society's key management personnel comprise the trustees and the Executive Chair. The total employment benefits of the key management personnel were £24,000 (2019: £24,000).

Four trustees had expenses reimbursed totalling £1,273 (2019 - £655 to seven trustees) in respect of travel and subsistence.

No other related party transactions took place in the year that require disclosure.

8 Fixed assets

**Computer software and
Office equipment**

	£
<i>Cost</i>	
At 1 November 2019	9,883
At 31 October 2020	<u>9,883</u>
<i>Depreciation</i>	
At 1 November 2019	9,883
Provided for the year	-
At 31 October 2020	<u>9,883</u>
<i>Net book value</i>	
At 31 October 2020	-
At 31 October 2019	<u>-</u>

9 Debtors

	2020	2019
	£	£
Trade debtors	8,650	37,185
Prepayments and accrued income	45,356	29,175
Taxation	8,524	9,734
	<u>62,530</u>	<u>76,094</u>

PRIMARY CARE DERMATOLOGY SOCIETY
(Limited by Guarantee)

Notes forming part of the financial statements for the year ended 31 October 2020 *(Continued)*

10 Creditors: amounts falling due within one year

	2020	2019
	£	£
Trade creditors	25,096	36,266
Other creditors	-	17,195
Accruals	6,700	6,200
Income deferred into next accounting year	75,739	20,425
	<u>107,535</u>	<u>80,086</u>

Deferred income brought forward was fully released in the current year. Deferred income relates to meeting attendance income received in advance for meetings taking place post year end, and also an element of membership subscriptions income relating to post year end.

11 Operating lease commitments

At the reporting end date the company had the following future minimum lease payments under non-cancellable operating leases which fall due as follows:

	2020	2019
	£	£
Within one year	1,527	3,054
Between two and five years	-	1,527
	<u>1,527</u>	<u>4,581</u>

12 Unrestricted funds

	Balance b/fwd	Incoming Resources	Outgoing Resources	Balance 31 October 2020
	£	£	£	£
Unrestricted funds	260,220	450,057	(393,455)	316,822
	<u> </u>	<u> </u>	<u> </u>	<u> </u>