

**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

Contents

Page:

2	Report of the Trustees
13	Independent examiner's report
14	Statement of financial activities
15	Balance sheet
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
(Limited by Guarantee)**

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
(Limited by Guarantee)**

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
(Limited by Guarantee)**

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
(Limited by Guarantee)**

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
(Limited by Guarantee)**

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
(Limited by Guarantee)**

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	97,277	95,201
Cash flows from investing activities		
Interest received from investments	338	373
Net cash (used in) / provided by investing activities	338	373
Cash flows from financing activities	-	-
Change in cash and cash equivalents in the reporting period	97,615	95,574
Cash and cash equivalents at the beginning of the year	264,212	168,638
Cash and cash equivalents at the end of the year	361,827	264,212

**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
	89,643	97,685
Apportioned to:		
Costs of generating funds	13,979	10,114
Charitable activities	75,664	87,571
	89,643	97,685

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
	51,796	51,455

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>