

## Trustees Annual Report

### OBJECTIVES AND ACTIVITIES FOR THE PUBLIC BENEFIT

The Trust aims to provide benefit of patients from time to time of Minchinhampton surgery and for other people residing within three miles of Minchinhampton towards relieving, either generally or individually, persons who are sick, convalescent, disabled, handicapped, infirm or are in conditions of need, hardship or distress.

The Trust also strives for the advancement of the education of the public in the preservation and protection of good health along with supporting other charities whose objects enable them to provide substantially the same benefits as the Trust.

### ACHIEVEMENTS AND PERFORMANCE

The Trust worked under immense pressure during the Covid-19 pandemic to deliver the aims of the Trust which contained significant restrictions to providing the usual level of care within the community. The trust is pleased with its efforts during this time and looks to the future to both providing more help and support along with providing assistance in the proposal of building a new surgery on the Cirencester Road.

### FINANCIAL REVIEW

The charity is a not-for-profit organisation and relies upon its reserves to facilitate its costs of providing services to the patients of Minchinhampton. It relies on fundraising and donations for any additional activities. The trustees do not have any concerns regarding the financial position of the Charity.

#### Reserves Policy

Trustees of Minchinhampton Surgery Charitable Trust have benchmarked the reserves level at three months of unrestricted core costs. This will ensure that the charity is able to function for three months without income. This covers core staffing for the acupuncture, Yu Go, Extend and counselling clinics.

### PLANS FOR FUTURE PERIODS

The plans for the immediate future is to support the Surgery in its ambitious plans to build a new Surgery for the patients of the community. This will provide state of the art

facilities for the community and also allow the trust to build on its existing offering to the patrons.

The team continue to work incredibly hard and with passion to deliver excellence and bring joy to our community, to continue to develop the financial stability, and to ensure that additional support is available to everyone within the local area.

We would like to thank everyone who continues to accompany us on this journey.

Yours sincerely,

Andy Simpson

Dr A Simpson  
Trustee

MINCHINHAMPTON SURGERY CHARITABLE TRUST

FINANCIAL STATEMENTS FOR THE  
YEAR ENDED 31<sup>st</sup> JULY 2023

Registered Charity Number: 1125063

SHINER MITCHELL FISHER & CO. LIMITED  
Accountants and Registered Auditors

Smith House  
George Street  
Nailsworth  
Stroud  
Glos  
GL6 0AG

MINCHINHAMPTON SURGERY CHARITABLE TRUST

FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31<sup>st</sup> JULY 2023

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**MINCHINHAMPTON SURGERY CHARITABLE TRUST**  
**TRUSTEES' ANNUAL REPORT**

**FOR THE YEAR ENDED 31<sup>st</sup> JULY 2023**

The Trustees, present their report with the unaudited financial statements of the charity for the year ended 31 July 2023.

**REFERENCE AND ADMINISTRATIVE INFORMATION**

The purpose of the charity is to provide benefit to the patients of Minchinhampton Surgery and others residing within three miles of Minchinhampton.

The following Trustees served during the year:

Mrs A Neal	Chair of Trustees
Dr A Simpson	
Dr J Beard	Hon Secretary
Mr J Howes	
Mrs S Lamb	
Mrs F Englefield	Hon Treasurer

The day to day administration of the Charity was undertaken by the treasurer, Mrs F Englefield.

The main agents for the charity are:

Bankers:	Lloyds TSB plc 12 Rowcroft Stroud GL5 3BD
Independent Examiner:	Shiner Mitchell Fisher & Co. Smith House George Street Nailsworth GL6 0AG

**STATEMENT OF TRUSTEES RESPONSIBILITIES**

The trustees are responsible for preparing the Trustees Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Policies). The law applicable to charities in England and Wales requires the trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that year.

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

The Trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Charities Act 2011 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

Governing Document

The Charity, which is a Charitable Incorporated Organisation with registered charity number: 1125063, is governed by its Constitution.

2.

**MINCHINHAMPTON SURGERY CHARITABLE TRUST**  
**TRUSTEES' ANNUAL REPORT (CONTINUED)**

**FOR THE YEAR ENDED 31<sup>st</sup> JULY 2023**

**STRUCTURE, GOVERNANCE AND MANAGEMENT CONTINUED...**

**Recruitment and Appointment of Trustees**

The charity trustees for the purposes of charity law are known as members of the Management Committee. Under these requirements one third of the trustees are elected each year to serve for a period of five years after which they must stand down and offer themselves for re-election at the next Annual General Meeting.

As a needs led charity, the Trustees are selected to offer a wide range of skills and experience that are of benefit to the charity.

**Trustees Induction and Training**

All trustees are made familiar with the work of the Charity and the requirements of the Charities Act.

New trustees take part in an induction process that introduces them to the purpose of the Charity and the workings of the venue. It covers:

- The obligations of trustees
- The main documents which set out the operational framework for the charity
- The operation and management of the trusts activities.
- Resourcing and the current financial position as set out in the latest published accounts
- Future plans and objectives

**Risk Management**

The Trustees have conducted a review of major risks to which the charity is exposed. A risk register has been established and is updated at least annually. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces. Internal control risks are minimised by the implementation of procedures for authorisation of all transactions and projects.

**Organisational Structure**

The trustees meet regularly and are responsible for the strategic direction and policy of the charity together with the review of the various projects currently being undertaken.

**OBJECTIVES AND ACTIVITIES FOR THE PUBLIC BENEFIT**

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**Reserves Policy**

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3.

**MINCHINHAMPTON SURGERY CHARITABLE TRUST**  
**TRUSTEES' ANNUAL REPORT (CONTINUED)**

**FOR THE YEAR ENDED 31<sup>st</sup> JULY 2023**

**PLANS FOR FUTURE PERIODS**

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The team continue to work incredibly hard and with passion to deliver excellence and bring joy to our community, to continue to develop the financial stability, and to ensure that additional support is available to everyone within the local area.

We would like to thank everyone who continues to accompany us on this journey.

**RESPONSIBILITIES OF THE MANAGEMENT COMMITTEE**

Charity law requires the Management Committee to prepare financial statements for each financial year that give a true and fair view of the state of affairs of the Charity as at the balance sheet date and of the incoming resources and application of resources, including income and expenditure, for the financial year. In preparation of those financial statements, the Management Committee should follow best practice and:

- Select suitable accounting policies and apply them consistently
- Make judgements and estimates that are reasonable and prudent; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to assume that the charity will continue on that basis

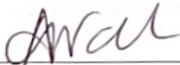
The Management Committee is responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Financial Reporting Standards. The Management Committee is also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

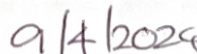
**Members of the Management Committee**

Members of the management committee who are trustees for the purpose of charity law, who served during the year and up to the date of this report are set out on page 1. In accordance with charity law, as the charity's trustees, we certify that:

- So far as we are aware, there is no relevant information of which the charity's examiners are unaware; and
- As the Trustees of the charity we have taken all the steps that we ought to have taken in order to make ourselves aware of any relevant information and to establish that the charity's examiners are aware of that information.

**Signed on behalf of the Management Committee**

  
\_\_\_\_\_  
A Neal  
Chair

  
\_\_\_\_\_  
Date

4.

**INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF  
MINCHINHAMPTON SURGERY CHARITABLE TRUST**

**FOR THE YEAR ENDED 31<sup>st</sup> JULY 2023**

**Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Charities Act), and that an independent examination has taken place instead of an audit. A dispensation was requested from the Charities Commission as per Regulation 31(f) for this financial year and this was granted on 4 January 2024.

I am qualified to undertake the examination by being a qualified member of the Chartered Association of Certified Accountants.

Having satisfied myself that the charity is not subject to audit under company law, or otherwise, and is eligible for independent examination, it is my responsibility to:

- ◆ examine the accounts under section 145 of the 2011 Charities Act,
- ◆ to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Charities Act, and
- ◆ to state whether particular matters have come to my attention.

**Basis of independent examiner's statement**

My examination was carried out in accordance with general Directions given by the Charity Commission. An independent examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters.

The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the next statement.

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements:
  - ◆ To keep accounting records in accordance with section 386 of the Companies Act 2006 and
  - ◆ To prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

  
SHINER MITCHELL FISHER & CO. LTD  
Independent Examiner

29/04/2024  
Date

Smith House  
George Street  
Nailsworth  
Stroud  
Glos  
GL6 0AG



MINCHINHAMPTON SURGERY CHARITABLE TRUST

5.

INCOME AND EXPENDITURE ACCOUNT  
FOR THE YEAR ENDED 31<sup>st</sup> JULY 2023

	Note	2023 £	2022 £
<u>INCOME</u>		1,780,912	26,904
<u>EXPENDITURE</u>			
Administrative and operating expenses	2	1,787,014	56,634
		<u>1,787,014</u>	<u>56,634</u>
<u>NET INCOMING RESOURCES</u>		(6,102)	(29,730)
Interest receivable		<u>424</u>	<u>-</u>
<u>SURPLUS/(DEFICIT) OF INCOME OVER EXPENDITURE BEFORE TAXATION</u>		(5,678)	(29,730)
Taxation		<u>-</u>	<u>-</u>
<u>RETAINED SURPLUS/(DEFICIT) FOR THE YEAR AFTER TAXATION</u>	5	<u>(5,678)</u>	<u>(29,730)</u>

MINCHINHAMPTON SURGERY CHARITABLE TRUSTSTATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31<sup>st</sup> JULY 2023

	Note	Unrestricted Funds £	Restricted Funds £	2023 Total Funds £	2022 Total Funds £
<b>INCOME RESOURCES</b>					
Donations Received		14,823	1,760,000	1,774,823	21,124
Charitable activities		<u>6,513</u>	<u>-</u>	<u>6,513</u>	<u>5,780</u>
Total Income		<u>21,336</u>	<u>1,760,000</u>	<u>1,781,336</u>	<u>26,904</u>
<b>EXPENDITURE</b>					
Charitable activities		22,449	1,761,583	1,784,032	9,172
Other		<u>2,982</u>	<u>-</u>	<u>2,982</u>	<u>47,462</u>
Total Expenditure		<u>25,431</u>	<u>1,761,583</u>	<u>1,787,014</u>	<u>56,634</u>
Net incoming resources before transfers		(4,095)	(1,583)	(5,678)	(29,730)
Gross transfers between funds		<u>(1,583)</u>	<u>1,583</u>	<u>-</u>	<u>-</u>
Net Income		(5,678)	-	(5,678)	(29,730)
Net Movement in Funds		(5,678)	-	(5,678)	(29,730)
Total funds brought forward		<u>77,996</u>	<u>-</u>	<u>77,996</u>	<u>107,726</u>
Total funds carried forward		<u>72,318</u>	<u>-</u>	<u>72,318</u>	<u>77,996</u>



MINCHINHAMPTON SURGERY CHARITABLE TRUST

7.

BALANCE SHEET  
AS AT 31<sup>ST</sup> JULY 2023

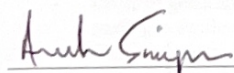
	Note	<u>2023</u> £	<u>2023</u> £
<b>CURRENT ASSETS</b>			
Debtors	3	260,000	2,202
Cash at bank and in hand		<u>1,139,890</u>	<u>76,264</u>
		1,399,890	78,466
<b>CREDITORS: Amounts falling due within one year</b>			
	4	<u>(1,327,572)</u>	<u>(570)</u>
<b>NET CURRENT ASSETS</b>		<u>72,318</u>	<u>77,896</u>
Long term liabilities		-	-
<b>NET ASSETS</b>		<u>72,318</u>	<u>77,896</u>
<b>RESERVES</b>			
General Funds	5	<u>72,318</u>	<u>77,896</u>
<b>TOTAL FUNDS</b>	5	<u>72,318</u>	<u>77,896</u>

The Charity's constitution does not require the charity to obtain a voluntary audit of its financial statements for the year ended 31 July 2023.

The Trustees acknowledge their responsibilities for:

- (a) ensuring that the charity keeps accounting records which comply with the Charities Act 2011 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charity as at the end of each financial year and of its profit and loss for each financial year in accordance with the requirements of the Act relating to financial statements, so far as applicable to the charity.

The financial statements on pages 5 to 9 were approved by the board of Trustees and signed on its behalf by:



Dr A Simpson  
Trustee

9.4.24  
Date



NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31<sup>st</sup> JULY 2023

**1. ACCOUNTING POLICIES**

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year.

**Basis of accounting**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

**Fund accounting**

- Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.
- Designated funds are unrestricted funds earmarked by the Management Committee for particular purposes.
- Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

**Incoming resources**

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income.

- Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.
- The value of donated services and facilities provided by volunteers has not been included in these accounts.
- Investment income is included when receivable.
- Incoming resources from charitable trading activity are accounted for when earned.
- Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

**Resources expended**

Expenditure is recognised on an accrual basis as a liability is incurred.

- Costs of generating funds are those costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds.
- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.
- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.
- All costs are allocated between the expenditure categories of the SoFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis eg. Staff costs per time spent and other costs per their usage.

**Taxation**

The Charity is a registered charity and is not liable for any income, capital gains or corporation taxes on its current activities.

**MINCHINHAMPTON SURGERY CHARITABLE TRUST**

9.

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31<sup>st</sup> JULY 2023**

**2. MANAGEMENT AND ADMINISTRATION**

	Unrestricted Funds £	Restricted Funds £	2023 Total Funds £	2022 Total Funds £
General administration costs	2,982	-	2,982	46,497
Legal & Professional costs	-	-	-	965
	<u>2,982</u>	<u>-</u>	<u>2,982</u>	<u>47,462</u>

No remuneration was received by the Trustees during the year.

**3. DEBTORS**

Amounts falling due within one year:

	2023 £	2022 £
Gift Aid Recoverable	-	2,202
Accrued Income	<u>260,000</u>	<u>-</u>
	<u>260,000</u>	<u>2,202</u>

**4. CREDITORS**

Amounts falling due within one year:

	2023 £	2022 £
Accruals and Deferred Income	<u>1,327,572</u>	<u>570</u>
	<u>1,327,572</u>	<u>570</u>

**5. ANALYSIS OF FUNDS**

	General Funds £	Restricted Funds £	2023 Total Funds £	2022 Total Funds £
<b>(a) Movement in funds</b>				
At 1 <sup>st</sup> August 2022	77,996	-	77,996	107,726
Net incoming/(outgoing) resources	<u>(5,678)</u>	<u>-</u>	<u>(5,678)</u>	<u>(29,730)</u>
At 31 <sup>st</sup> July 2023	<u>72,318</u>	<u>-</u>	<u>72,318</u>	<u>77,996</u>
<b>(b) Representation of fund balances</b>				
Cash and bank balances	72,912	1,066,978	1,139,890	76,364
Current assets	-	260,000	260,000	2,202
Current liabilities	<u>(594)</u>	<u>(1,326,978)</u>	<u>(1,327,572)</u>	<u>(570)</u>
At 31 <sup>st</sup> July 2023	<u>72,318</u>	<u>-</u>	<u>72,318</u>	<u>77,996</u>

Groveswood House  
Over Butterrow  
Stroud  
GL5 5BP  
01453 878508  
07792055835

31.5.24

Copy of email

Dear Sir,

Here is a copy of the email confirming that We have an audit dispensation.





Dear Mr Richards

**MINCHINHAMPTON SURGERY CHARITABLE TRUST: 1125063**

Thank you for your request to reconsider our decision for dispensation from the accounts scrutiny requirements of section 144(2) of the Charities Act 2011. Please accept my sincere apologies for not replying sooner.

I have considered the information submitted fully and an audit dispensation is granted for MINCHINHAMPTON SURGERY CHARITABLE TRUST: 1125063 under Regulation 34(3)(b) of the Charities (Accounts and Reports) Regulations 2008.

This dispensation is for the financial year ended 31 July 2023 only, and allows an independent examination in place of an audit for this year.

The dispensation is given based upon the information provided by the trustees that:

- the exceptional circumstances outlined mean that an audit would be disproportionate;
- there are no constitutional or other requirements on the charity which require an audit; and
- the charity is not incorporated under company law.

The independent examiner's report must disclose that the examination has taken place instead of an audit (Regulation 31(f)) and state the date of this dispensation.

The trustees must send the Commission the report and accounts of the charity for the financial year to which this dispensation applies.

Yours sincerely

Ann Marie Grayling  
Regulatory Authority.

**Contact Centre** t: [0300 066 9197](tel:03000669197) | e: [CScores1@charitycommission.gov.uk](mailto:CScores1@charitycommission.gov.uk) | w: [www.gov.uk/charity-commission](http://www.gov.uk/charity-commission)

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**CHARITY COMMISSION  
FOR ENGLAND AND WALES**

----- Original Message -----

**From:** Andy Richards <[andy@shinermf.co.uk](mailto:andy@shinermf.co.uk)>;

**Received:** Thu Nov 23 2023 11:12:40 GMT+0000 (Greenwich Mean Time)



Yours faithfully,

Andy Simpson

Yours sincerely,

Andy Simpson

Dr A Simpson  
GMC 3550027