

# FRIENDS OF DAVENPORT HOUSE

England & Wales · Charity number 1184307

## Details

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**Other names** DAVENPORT HOUSE PATIENT PARTICIPATING GROUP (PPG)

**Status** Registered

**Legal form** CIO

**Registered** 2019-07-08

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Davenport House Surgery  
Davenport House  
Bowers Way  
Harpenden  
AL5 4HX

**Phone** 07824 305261

**Email** [chairman@patientgroup.org.uk](mailto:chairman@patientgroup.org.uk)

**Website** <https://www.friendsdavenporthouse.org.uk/index.html>

## Activities

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**Objects:** TO RELIEVE THE SICKNESS AND TO PRESERVE THE HEALTH OF PATIENTS OF THE DAVENPORT HOUSE SURGERY AND FOR THE PUBLIC BENEFIT OF PEOPLE RESIDING OR WORKING IN THE GENERAL AREA OF HARPENDEN, IN PARTICULAR BUT NOT EXCLUSIVELY, BY PROVIDING AND ASSISTING IN THE PROVISION OF FACILITIES, SUPPORT SERVICES, EQUIPMENT, TRAINING AND EDUCATION, NOT NORMALLY PROVIDED BY THE DOCTORS OR THE STATUTORY AUTHORITIES.

**Activities:** Founded originally as a non-charitable Patient Participation Group (PPG) in 1992 we work with the Davenport House GP practice to a) influence the future policies and decisions of the practice b) improve the quality of services offered to patients of the practice c) improve communication and understanding between the doctors and members of the practice staff and the public that it serves.

## Classification

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- **How:** Makes Grants To Organisations
- **What:** General Charitable Purposes, Education/training, The Advancement Of Health Or Saving Of Lives
- **Who:** The General Public/mankind

## Geography

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- Hertfordshire

## Finances

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Period end	Income	Expenditure	Assets	Employees
2024-12-31	£4,728	£877	-	-
2023-12-31	£5,423	£7,042	-	-
2022-12-31	£5,795	£11,547	-	-
2021-12-31	£6,439	£8,622	-	-
2020-12-31	£7,428	£6,861	-	-

## Trustees

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Name	Role	Appointed
<b>Simon Martyn Speirs</b>	Chair	2020-12-16
Claire Watts Mair		2022-01-12
Katharine Mairi Hill		2022-02-21
Kingsley Roberts		2022-02-21
ROBERT FLETCHER		2019-03-04
Rosalyn Chasler		2024-05-22
Stephen Twelftree		2022-01-12

**FRIENDS OF DAVENPORT HOUSE**

England & Wales - Charity number 1184307

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# Accounts

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# FoDH Annual General Meeting 2025



## AGENDA

- Apologies for absence
- Adoption of the minutes of the Meeting held on 25th April 2024
- Chairman's Report on year 2024
- Treasurer's Report for 2024
- Election of Independent Examiner
- Re-election of Trustees
- Q&A
- Presentation by the Surgery



## AGM 25<sup>th</sup> April 2025

- Apologies for Absence
- The minutes of the Annual General Meeting held on the 25<sup>th</sup> April 2024 were sent out to members by email and 31 votes in favour of adoption of the minutes have been received
- No votes against adoption were received
- Any votes against?



## CHAIRMAN'S REPORT

- Full report <[here](#)>
- Thanks to the Trustees & Adarsh.
- A focus on communications – many thanks to Claire!
- Our continued approach:
  - Communications: practice >> patient >> PPG >> practice
  - Collaboration and support in 'difficult' conditions
  - Use of the funds?
  - “Voice of the customer” – the survey.....



## CHAIRMAN'S REPORT – SUMMARY SURVEY RESULT

*Full feedback to assessed and published in coming Bulletins*

How would you rate the following:	2024	2025
The Appointment Booking processes	5.22	6.71
The NHS App to order repeat prescriptions, view your health records, book appointments, etc	7.08	7.94
Reception Team	8.00	8.04
Clinical Care at the practice (non-GP including nursing and other staff)	8.79	8.47
Clinical Care at the practice (GPs)	8.24	8.08
The efforts of Friends of Davenport Trustees / Patient Participation Group (PPG)	7.48	7.51

- Telephone system has improved score
- More familiarity with NHS App?
- TBD – why Clinical care down?
- Disappointing for Trustees ‘don’t know what you do!?’



## TREASURER'S REPORT

### FRIENDS OF DAVENPORT HOUSE (COMBINED ACCOUNTS)

#### Income and Expenditure Year to 31 December 2024

	2024 (£)	2023 (£)
Balance brought forward	11,568.48	13,187.09
Income		
Donations	4,317.00	4,982.00
Gift Aid	405.63	335.58
Barclays Bank Compensation		100.00
Building Society Interest	5.70	5.70
Total Income	<u>4,728.33</u>	<u>5,423.28</u>
Expenditure		
Web Site, Hosting, domain name, Zoom, printing	452.52	270.91
N.A.P.P. Annual subscription	40.00	40.00
Charity Insurance	311.82	299.79
Other	72.88	
Donations to the Surgery		6431.19
Total Expenditure	<u>877.22</u>	<u>7,041.89</u>
Surplus/Deficit for the year	3,851.11	-1,618.61
Balance carried forward	15,419.59	11,568.48



## TREASURER'S REPORT

### Balance Sheet as at 31 December 2024

#### Current Assets:

Barclays Bank Current Account - Davenport House PPG	6,030.97	3,500.97
Barclays Bank Current Account - Friends of Davenport House	3,679.76	2,364.35
Harpenden Building Society Savings Account PPG	5,708.86	5,703.16
<b>Current assets: cash in bank/Building Society</b>	<b>15,419.59</b>	<b>11,568.48</b>

..... Katie Hill, Treasurer



## SURVEY RESULTS – HOW TO SPEND RESERVES

*Full feedback to assessed and published in coming Bulletins*

- Improve / repair ground floor toilet?
- Proactive advertising of available health classes
- Alternative communication / treatment approaches for treatment of mental health / autistic/neurodivergent patients
- Improve communications on available help
- Medical talks / education
- BP Machine / Scales in reception
- Specific Lymphoedema medical pathway treatment. New mother support improvement
- Campaign to keep Red House open
- Fund one-time visits to patients returning from hospital



## ADOPTON OF THE 2024 ACCOUNTS

- The 2024 accounts were sent out to members by email and 31 votes in favour of adoption of the accounts have been received.
- No votes against adoption have been received.
- Any votes against?



## INDEPENDENT EXAMINER

- Our independent Examiner, Charles le Strange, has offered to stand for re-election
- 31 votes in favour of appointing Charles le Strange as the Independent Examiner have been received
- No votes against were received
- Any votes against?



## ELECTION OF TRUSTEES

### The Trustees standing for re-election are:

- Simon Speirs Chairman
- Joan Shopper Secretary
- Katie Hill Treasurer
- Steve Twelftree
- Kingsley Roberts
- Claire Watts
- Bob Fletcher
- Roz Chasler



## ELECTION OF TRUSTEES

- The Trustees standing for re-election were listed on the voting form that was sent out by email to members.
- 31 votes in favour of their election have been received
- No votes against have been received
- Any votes against?



## YOUR TRUSTEES



**Simon Speirs**  
**Chair**



**Joan Shopper**  
**Secretary**



**Katie Hill**  
**Treasurer**



**Claire Watts**  
**Trustee**



**Bob Fletcher**  
**Technology**



**Kingsley Roberts**  
**Trustee**



**Steve Twelftree**  
**Trustee**



**Roz Chasler**  
**Trustee**



## Q&A

Received Questions

Close of AGM

# Malcolm Rainbow Public Governor for Hertfordshire



## Our Governors and Members

- 18400 public members from Luton and Hertfordshire, Central Bedfordshire, Bedford Borough (surrounding counties)
- 9,690 staff members across both hospital sites (including bank staff and volunteers)
- 38 Governors representing these members including 12 Staff Governors across both sites
- 5 appointed governors (3 local councils and 2 universities)
- The Governors:
  - Represent the public, staff and stakeholders
  - Support community engagement
  - Hold the Non-Executive Directors to account



# Our Services – Clinical Excellence, Quality, Patient Safety, Patient Experience

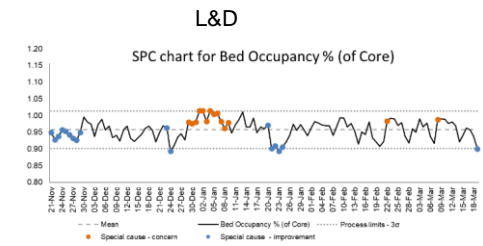
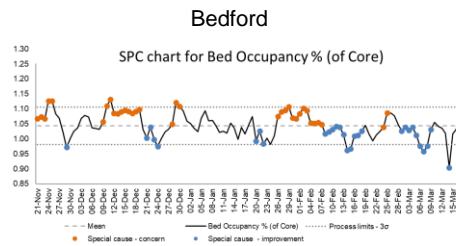
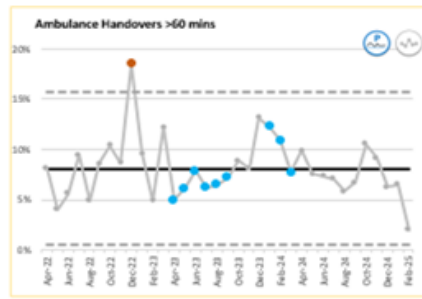
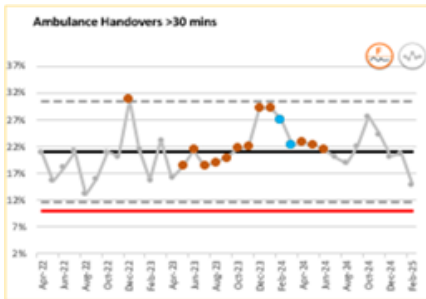
## Urgent and Emergency Care



The Trust's performance against the 4-hour standard for patients being admitted, discharged or transferred from ED improved slightly to 72.6%, but remains significantly below the minimum expected performance of 78%. This was largely caused by winter virus pressures meaning patients had prolonged waits for siderooms.

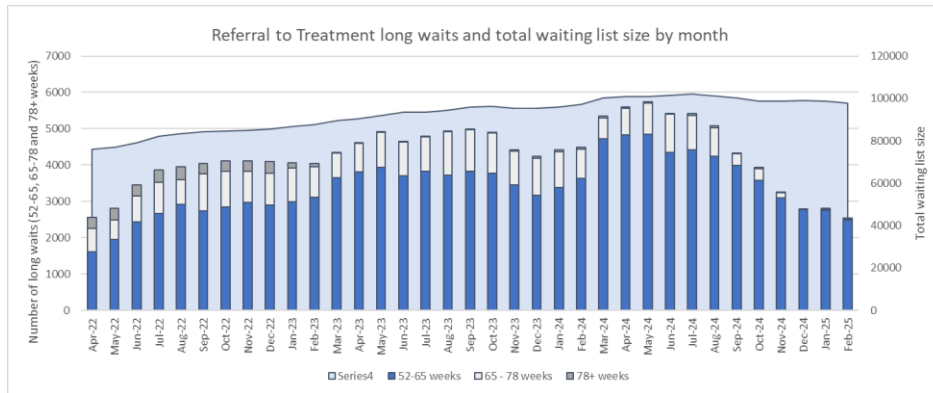
Ambulance handover performance continues to demonstrate a strong improvement trend, with 60-minute handovers reducing to just 2%.

Bed occupancy peaked in the third week of February 2025 and higher than planned use of escalation beds continued albeit still at a lower run rate than last winter.

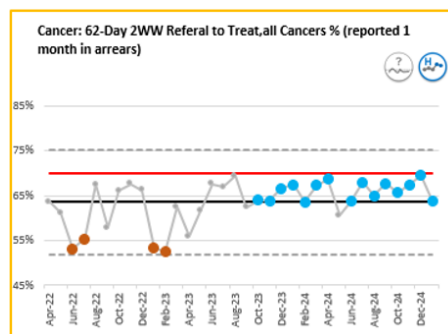
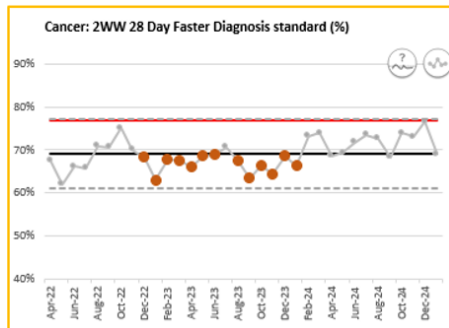


# Our Services – Clinical Excellence, Quality, Patient Safety, Patient Experience

## Planned Care



The number of patients waiting more than 65 weeks for elective treatment saw another small reduction at the end of February 2025 to 27 and in April with no patients waiting. The overall waiting list and the number of patients waiting over 52 weeks continues to reduce. Waits for routine diagnostics are improving rapidly with over 70% of patients waiting less than 6 weeks for the first time since February 2023.



Performance against the 28 day faster diagnosis standard dropped significantly as expected in January and was just 69.1% against the 77% performance threshold for March 2025. The Trust delivered 63.6% against the 62 day treatment standard performance which again was a deterioration from December 2024. This seasonal performance dip is traditionally seen in January resulting from patients choosing to defer treatment over the Christmas holidays, although this month has been particularly marked. The number of patients on open pathways over 62 days is back below the 200 threshold, which should herald improved performance in March 2025.



## Good news

- 1,000 robotic assisted surgery procedures
- Stroke patients to receive quicker care through video assessments
- New Forget-Me-Not volunteer service for dementia patients
- New aquablation treatment for benign enlarged prostates
- ED department wins national youth anti-violence educational award
- The next Medical Lecture is on 'Liver Disease.' Tuesday, 6pm-7.30pm, 20 May 2025 at Rufus Centre, Flitwick.



Details can be found on the Trust website or in the next edition of the Ambassador Magazine



# Investing in our sites



# Acute Service Block & New Ward Block



*External shot of the acute services block*



*Four bedded postnatal ward*



*Neonatal Intensive Care Unit (NICU) High Dependency (HDU) and Intensive Therapy (ITU) area*

*Theatres first stage recovery area*

**£150m investment to improve Maternity, Neonatal, Theatres and Critical Care provision.**

**Due to complete in 2025, this scheme will deliver:**

**A new 5 storey Acute Services Block and New Ward Block which will accommodate:**

- **Delivery Suite & Midwifery Led Birth**
- **Neonatal Unit offering parent accommodation**
- **Ambulatory surgical unit to support day case surgery**
- **Suite of theatres**
- **Critical care unit**



# Emergency Department Upgrade and Expansion

## L&D Emergency Department officially opened



£17m funding to improve Urgent and Emergency Care services, in response to the COVID-19 pandemic.

- An expanded and refurbished ED with increased capacity
- A new and fully segregated Paediatric ED
- CT Scanner located with ED department
- Additional waiting room capacity
- Dedicated mental health facilities
- Re-modelled main entrance and patient drop off area

**To support the very best patient outcomes.**



## New Community Diagnostics Centre (CDC)

Working closely with system partners to deliver Dunstable Hub and North Bedford Hub :

Complete in Autumn 2025, will improve access to healthcare and vital diagnostic tests, helping to diagnose and treat illnesses such as cancer, heart disease and stroke more quickly. Therapies, phlebotomy and diagnostic services including MRI, CT, ultrasound, x-ray and cardiology will be housed in the refurbished and modernised building.



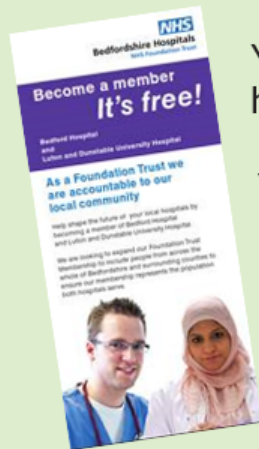
Gilbert Hitchcock House, Bedford



# Join your hospitals – it's free!

Become a member of **Bedfordshire Hospitals NHS Foundation Trust**

As an NHS Foundation Trust we are accountable to our local community.



Your hospitals in your hands.

You can shape the future of your hospital and its services, and influence the way it runs its affairs, by becoming a member.

## What are the benefits?

As a member you will:

- Receive newsletters and updates about the hospitals' activities.
- Have direct access to members of the Council of Governors, to raise any concerns and offer ideas.
- Receive invitations to members' meetings.
- Be able to elect the Governors.
- Be eligible to stand for election as a Governor.
- Attend medical lectures given by Trust staff.
- Be eligible for Health Service discounts via on-line shopping.

**Ways to join!**



Go online to webpage

[www.bedfordshirehospitals.nhs.uk/get-involved/ft-membership/become-a-member/](http://www.bedfordshirehospitals.nhs.uk/get-involved/ft-membership/become-a-member/)

Email us at [FTMembership@ldh.nhs.uk](mailto:FTMembership@ldh.nhs.uk) or call us on 01 582 718333 requesting for a membership application form

**Encourage your family and friends to join as members – it's free!**

# Become a public member Encourage your family and friends to become public members too – it's free!

**Become a member  
It's free!**

As a Foundation Trust we are accountable to our local community

Help shape the future of your local hospitals by becoming a member of Bedford Hospital and Luton and Dunstable University Hospital.

We are looking to expand our Foundation Trust Membership to include people from across the whole of Bedfordshire and surrounding counties to ensure our membership represents the population both hospitals serve.

Bedford Hospital and Luton and Dunstable University Hospital

Grab an application from a governor.

Email us at [FTMembership@ldh.nhs.uk](mailto:FTMembership@ldh.nhs.uk) for a membership application form.

Use the QR code to sign up online. Scan the QR code below using your mobile device



## Do you wish to Volunteer

- Volunteers really help our staff, and most importantly our patients in so many ways.
- Forget-Me-Not volunteers to support our patients living with dementia, engaging them with a simple chat, puzzles, colouring, music and more
- Deconditioning Prevention – supporting our patients to keep those all important, muscles moving with some simple bed or chair-based exercises or a gentle stroll.
- Patient Appointment Reminder Calls – a quick call to patients with upcoming appointments to check they can attend, reduce the number of no shows and make the best use of clinical time
- Chaplaincy Ward Visitors – volunteers who can offer a listening ear and a wellbeing boost for patients of all faiths and none



There are many other different roles. Make a difference to your life and our patients. Join us as a volunteer. Call on 01582 497384 or Email [voluntaryservices@ldh.nhs.uk](mailto:voluntaryservices@ldh.nhs.uk)



**Harpenden Health  
PCN**

- ◆ Davenport House Surgery
- ◆ The Elms Medical Practice
- ◆ The Village Surgery

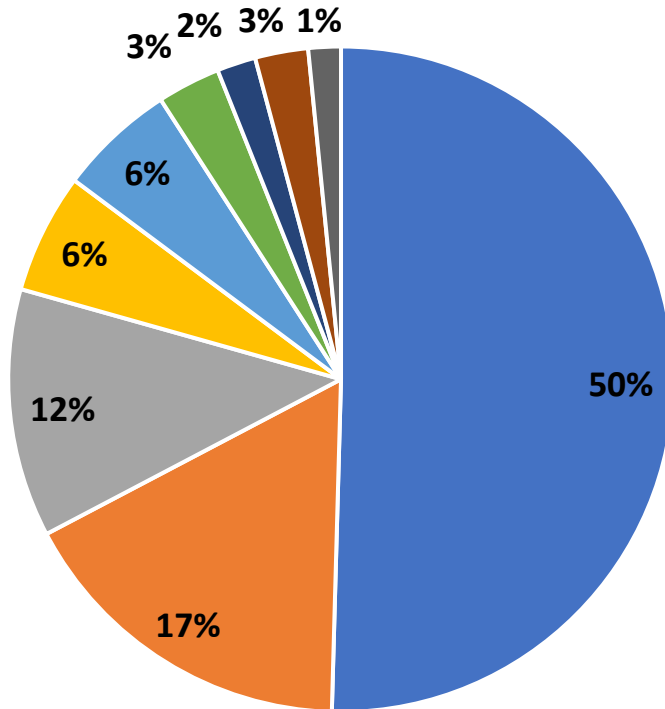
Harpenden Health PCN

# **Financial Accounts 2023- 24**

# Sources of income

**Harpenden Health  
PCN**

- ◆ Davenport House Surgery
- ◆ The Elms Medical Practice
- ◆ The Village Surgery



- ARRS
- Network Standard Hours
- IIF/Transformation fund
- Vaccinations
- Capacity & Access
- Winter

# HH PCN; an overview

**Harpenden Health  
PCN**

◆ Davenport House Surgery  
◆ The Elms Medical Practice  
◆ The Village Surgery

- 5yr contract established 2019 in recognition that general practice was struggling
- 23/24 last year of this contract; last year with ARRS uplift
- 24/25 first year renewed rolling contract; more focus on capacity and access/ modern general practice (part of NHS England delivery plans for recovering access to primary care)
- 2025 and beyond!

# ARRS Team

- Social Prescribers
- Clinical Pharmacists
- Care Co-ordinators
- Physician Associates and Paramedic
- Health & Wellbeing Coach
- Mental Health Practitioner
- First Contact Physiotherapist
- Enhanced Practice Nurse
- GP Assistant
- Digital and Transformation Lead

## Core Contract; 4 key functions

- **Co-ordinate, organise and deploy shared resources** to support and improve resilience and care delivery at both PCN and practice level (vaccinations)
- **Improve health outcomes** for its patients through effective population health management and reducing health inequalities in partnership with local communities (CVD, early cancer and screening; CORE20PLUS5 approach)
- **Target resource and efforts** in the most effective way to meet patient need, which includes delivering proactive care (multi-disciplinary proactive care for risk stratified complex patients at greater risk of hospital admission- must be done as part of INT; frailty project)
- **Collaborate** with non-GP providers to provide better care, as part of an integrated neighbourhood team







## Harpenden Health PCN



### YOUR PRIMARY CARE NETWORK

Three Harpenden GP Practices work together and collaborating with community services and organisations to provide more

proactive, personalised, coordinated & integrated

health and support for their patients

HARPENDEN PCN



DAVENPORT HOUSE SURGERY



#### Eric Morecambe

Comedy legend Eric Morecambe moved to Harpenden with his family in 1967. As half of the double act Morecambe & Wise with his long-term collaborator Ernie Wise, they had a hugely successful comedy career. At their peak in 1977, their Christmas television special was watched by more than 20 million people, making it one of the most watched comedy programmes in British television history.

Eric was a familiar face in Harpenden as well as a passionate supporter of local football club Luton Town. He could often be seen at football matches nervously chewing the end of his smoking pipe.

Eric made Harpenden his home and he lived here until his death in 1981.





## Additional Key requirements

- Medicine optimisation and Structured Medication Reviews
- Provide a social prescribing service
- Enhanced Health in Care Homes; weekly ward rounds MDT meetings, lead clinicians



## Network Standard Hours

- Monday to Friday 6:30pm to 8pm
- Saturdays 9am to 5pm

# HH PCN Special Features

- CYP clinics
- Mindfulness
- Wellbeing hub
- Health Walks and Chair based exercise classes
- GP Improvement Programme completion; data analysis, prioritisation
- Teamwork/Away Days/ PCN and practice culture
- Learning Organisation
- PA Ambassador
- PA foundation courses; paramedic masters
- CP courses
- Yoga
- Community Pharmacist training IP courses





Harpenden Health PCN  
Away Day  
June 2023





GET  
ACTIVE!

# Harpenden Health Walk







# HHPCN Get Together

*at The Old Cock Inn  
High Street, Harpenden*

**Friday 10th March | Monday 17th April  
Tuesday 9th May | Wednesday 7th June  
Thursday 6th July  
6:30pm onwards**





# Modern General Practice

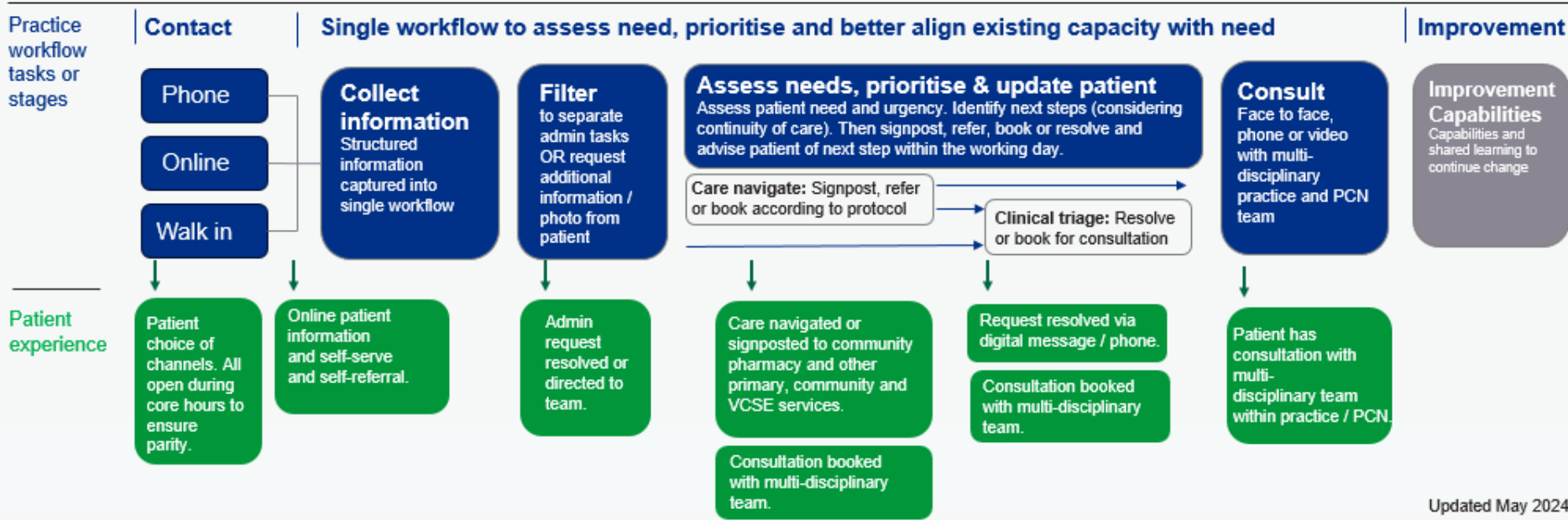
- Arisen from NHS England delivery plan for recovering access to primary care
- Foundation of a transformation journey to better align capacity with need, improve patient experience and improve the working environment for general practice staff

- **Optimising contact channels;** telephone/on-line and in person via highly usable and accessible practice websites, on line constation tools and improved telephone systems
- **Structured information gathering;** at out of patient contact (regardless of contact channel) to understand what is being asked of the service
- **Using one care navigation process across all access channels;** to assess and prioritise need safely and fairly, and to efficiently get patients to the right healthcare professional or service, in the appropriate time frame (including consideration of continuity of care) moving away from first come first served approach
- **Better allocating existing capacity to need;** making full use of a multi-professional primary care team, community services and 'self access' options where appropriate, and heaping GPs and practice staff to optimise use of their time to where it's needed most
- **Building capability in general practice teams;** to work together and to access, understand and use data, digital tools and shared knowledge to lead, plan, implement, improve and sustain change

# Modern general practice (MGP)



Objectives	Improve patient experience of access and allocation, improve staff working environment, better align existing capacity with need				Building capability to sustain improvement
Goals	See all expressed demand	Understand all expressed need	Support safer more equitable allocation of capacity based on need and optimise existing capacity	Make full use of a multi-disciplinary team	



# HH PCN Collaboration

- Harpenden Trust
- MIND
- Youth Talk
- Community Pharmacists
- PPG
- CLCH community services
- Neighbourhood



Harpenden TRUST

Working to support wellbeing and better mental health in our community



SUPPORTED BY

Harpenden Health PCN

Davenport House Surgery  
The Elm Medical Practice  
The Village Surgery

Harpenden TRUST

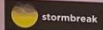
Mind  
in PA4 Here

Working with partners



everyone ACTIVE

and finding and funding mental health projects for Harpenden

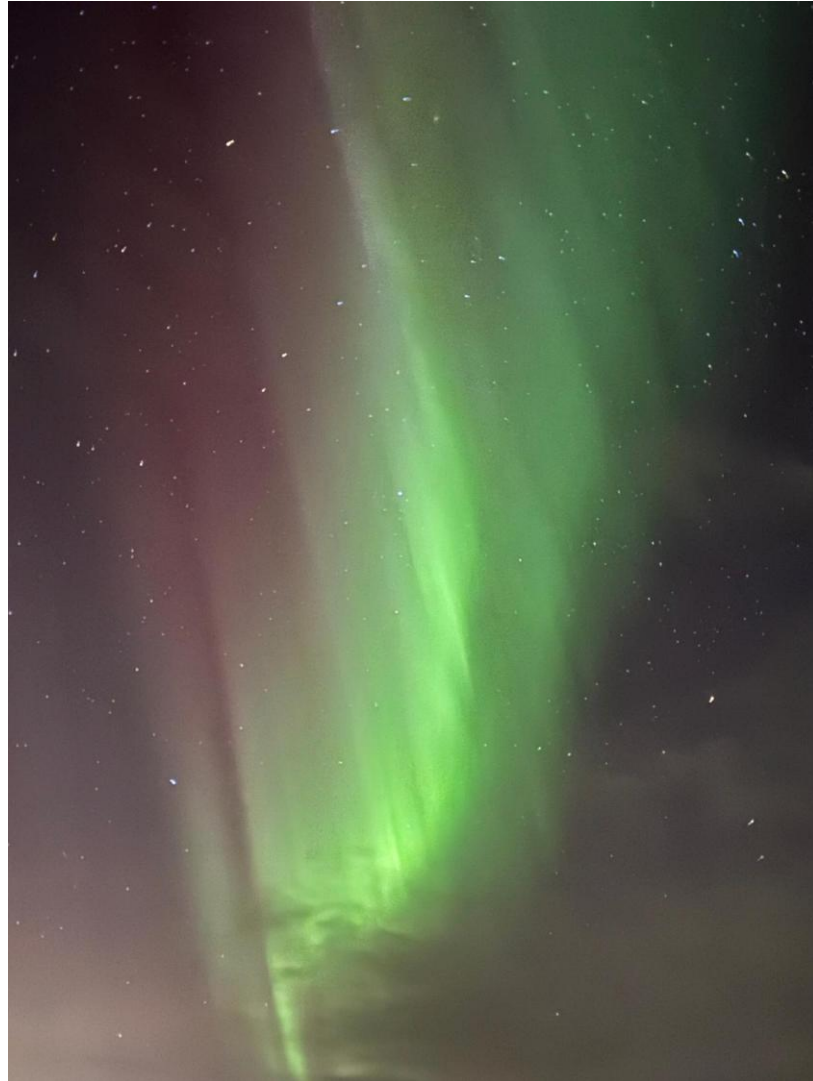


## 2025 and beyond! INT

- Hertfordshire and West Essex ICS
- 3 HCPs
- South and West Herts HCP
- 4 neighbourhoods
- St Albans and Harpenden Neighbourhood/INT
- A hub is to be established with management support for the Clinical Lead who sits on the HCP Board









## Practice Update

DR RICHARD YASOTHARAN

DR AJEET BAGGA

DR MUNAWAR CHOUDHURI

DR HAYLEY KIRSOP

DR KATHARINE NOWLAN

DR ISABEL LOMAX

DR IARYNA LINYNSKA

**FRIENDS OF DAVENPORT HOUSE**

England & Wales - Charity number 1184307

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# Accounts

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# PARTNERSHIP FOR HEALTH



**FRIENDS OF DAVENPORT HOUSE  
ANNUAL GENERAL MEETING - 25<sup>th</sup> April 2024  
UPDATES: BEDFORDSHIRE NHS TRUST & DAVENPORT HOUSE PRACTICE**



# PARTNERSHIP FOR HEALTH



## FRIENDS OF DAVENPORT HOUSE ANNUAL GENERAL MEETING - 25<sup>th</sup> April 2024 AGENDA

- Apologies for absence
- Minutes of the Meeting held on 3<sup>rd</sup> May 2023
- Report from the Chair on year 2023
- Treasurer's Report for 2023
- Election of Independent Examiner
- Re-election of Trustees
- Q&A
- Presentation by Malcom Rainbow & Dr Yasotharan

# PARTNERSHIP FOR HEALTH



## FRIENDS OF DAVENPORT HOUSE ANNUAL GENERAL MEETING - 25<sup>th</sup> April 2024 APOLOGIES FOR ABSENCE AND MINUTES OF 2023 AGM

- Apologies for Absence – members of the Trust (except Simon/Katie)
- Minutes of the Annual General Meeting held on the 3<sup>rd</sup> May 2023 were sent out to members by email and 51 votes in favour of adoption of the minutes have been received.
- No votes against adoption were received.
- Any votes against?

# PARTNERSHIP FOR HEALTH



**FRIENDS OF DAVENPORT HOUSE  
ANNUAL GENERAL MEETING - 25<sup>th</sup> April 2024  
MINUTES OF 2023 AGM**

The Minutes of the Annual General Meeting held on the 3<sup>rd</sup> May 2023 are adopted

# PARTNERSHIP FOR HEALTH



## FRIENDS OF DAVENPORT HOUSE ANNUAL GENERAL MEETING - 25<sup>th</sup> April 2024 REPORT FROM THE CHAIR

- Full report from the Chair [here](#) with a summary below
- Thanks to Helen Hartley who leaves PPG/Trust
- Katie has adopted all responsibilities for Finance – online payments & approvals, removal of cheques, dealing with DD issues and now have option of GoCardless
- Claire Watts has adopted focus on the Bulletin – Qtrly releases great work!
- Our continued approach:
  - Communications: Practice to Patient, PPG to Practice, medical webinars
  - Be the “voice of the customer”
  - 2024 Focus: survey results and measures / statistics

# PARTNERSHIP FOR HEALTH



**FRIENDS OF DAVENPORT HOUSE  
ANNUAL GENERAL MEETING - 25<sup>th</sup> April 2024  
TREASURER'S REPORT**

## 2023 ACCOUNTS – ABBREVIATED ACCOUNTS



Income and Expenditure Year to 31 December 2023		2023 (£)	2022 (£)
Balance brought forward		13,187.09	18,938.75
Income	Donations	4,982.00	5,297.00
	Gift Aid	335.58	440.51
	Barclays Bank Compensation	100.00	50.00
	Building Society Interest	5.70	7.46
<b>Total Income</b>		<b>5,423.28</b>	<b>5,794.97</b>
Expenditure	Web Site, Hosting, domain name, Zoom	270.91	143.82
	N.A.P.P. Annual subscription	40.00	40.00
	Charity Insurance	299.79	465.06
	Ex Chairman and Practice Manager gifts		74.95
	Donations to the Surgery	6431.19	10,822.80
<b>Total Expenditure</b>		<b>7,041.89</b>	<b>11,546.63</b>
Surplus/Deficit for the year		-1,618.61	-5,751.66
Balance carried forward		11,568.48	13,187.09

## 2023 ACCOUNTS – CASH BALANCES



### Balance Sheet as at 31 December 2023

#### Current Assets:

Barclays Bank Current Account - Davenport House PPG	3,500.97	7,077.16
Barclays Bank Current Account - Friends of Davenport House	2,364.35	2,435.27
Harpenden Building Society Savings Account PPG	5,703.16	5,697.46

#### Current Liabilities:

Creditors and cheques not presented	0.00	(2,022.80)
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<b>Current assets: cash in bank/Building Society</b>	<b>11,568.48</b>	<b>13,187.09</b>
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..... Katie Hill, Treasurer

# PARTNERSHIP FOR HEALTH



## Friends of Davenport House Accounts

- The 2023 accounts were sent out to members by email and 51 votes in favour of adoption of the accounts have been received.
- No votes against adoption have been received.
- Any votes against?

# PARTNERSHIP FOR HEALTH



**FRIENDS OF DAVENPORT HOUSE  
ANNUAL GENERAL MEETING - 25<sup>th</sup> April 2024  
REPORT FROM THE CHAIR**

The 2023 accounts are adopted

# PARTNERSHIP FOR HEALTH



## FRIENDS OF DAVENPORT HOUSE ANNUAL GENERAL MEETING - 25<sup>th</sup> April 2024 ELECTION OF INDEPENDENT EXAMINER

Ian Farnsworth, our independent Examiner, has offered to stand for re-election

51 votes in favour of re-appointing Ian Farnsworth as the Independent Examiner have been received

No votes against were received

Any votes against?

# PARTNERSHIP FOR HEALTH



**FRIENDS OF DAVENPORT HOUSE  
ANNUAL GENERAL MEETING - 25<sup>th</sup> April 2024  
ELECTION OF INDEPENDENT EXAMINER**

**Independent Examiner**

**The appointment is carried**

# PARTNERSHIP FOR HEALTH



**FRIENDS OF DAVENPORT HOUSE  
ANNUAL GENERAL MEETING - 25<sup>th</sup> April 2024  
ELECTION OF TRUSTEES**

## **The Trustees standing for re-election are:**

Simon Speirs	Chairman
Joan Shopper	Secretary
Katie Hill	Treasurer
Steve Twelftree	
Kingsley Roberts	
Claire Watts	
Bob Fletcher	

(Thank you to Helen Hartley who is stepping down as Trustee)

# PARTNERSHIP FOR HEALTH



## FRIENDS OF DAVENPORT HOUSE ANNUAL GENERAL MEETING - 25<sup>th</sup> April 2024 ELECTION OF TRUSTEES

- The Trustees standing for re-election were listed on the voting form that was sent out by email to members.
- 51 votes in favour of their election have been received
- No votes against have been received
- Any votes against?

# PARTNERSHIP FOR HEALTH



**FRIENDS OF DAVENPORT HOUSE  
ANNUAL GENERAL MEETING - 25<sup>th</sup> April 2024  
ELECTION OF TRUSTEES**

The election of the Trustees is confirmed

# PARTNERSHIP FOR HEALTH



## Your Trustees



**Simon Speirs**  
**Chair**



**Joan Shopper**  
**Secretary**



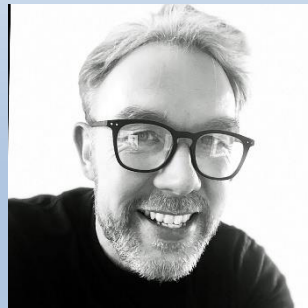
**Katie Hill**  
**Treasurer**



**Claire Watts**  
**Trustee**



**Bob Fletcher**  
**Technology**



**Kingsley Roberts**  
**Trustee**



**Steve Twelftree**  
**Trustee**

# PARTNERSHIP FOR HEALTH



## FRIENDS OF DAVENPORT HOUSE ANNUAL GENERAL MEETING - 25<sup>th</sup> April 2024 QUESTIONS

Will Physician Assistants be appointed instead of qualified GPs in future? If so, what will be their responsibilities, and how will they be made accountable for their actions e.g. will a qualified GP always oversee their activities?

# Physician Associates(PAs)

- Dr Ajeet Bagga is the lead for them for Davenport House
- Diagnose people, take medical histories, perform physical examinations, see patients with long-term conditions, analyse test results and develop management plans.
- More appointments available under senior GP supervision.
- Increased accessibility and reduced wait times for patients



# PARTNERSHIP FOR HEALTH



AGM Close

# PARTNERSHIP FOR HEALTH



Malcom Rainbow  
Governor for Hertfordshire at  
Bedfordshire NHS Trust

# The Role of a Governor in the Bedfordshire NHS Trust

Malcolm Rainbow

Elected Governor for Hertfordshire

# What we do not do

- The Board of Directors run the hospital
- Consists of a Chair, non execs and Exec

# What are we then?

- Council of Governors
  - The Trust Chair
  - 21 Public Governors elected by members from 4 constituencies
  - 12 Staff governors
  - Up to 5 appointed governors e.g. local authority reps, local university

# What legal powers do we have?

1. We elect the Chair
2. We approve the appointment of non-exec
- 3 We appoint the external auditors
- 4 We have to approve major new expenditure (over a certain figure) and
- 5 And be consulted on any major changes to services

# What is the reality?

- We do raise issues (**not individual**) and the non execs are required to respond.
- Some are easily resolved - others may be harder - car parking we helped get the new car park on Lewsey road but it is still not big enough
- Outpatients long term issues on appointments, letters to doctors etc

# What is the reality?

- Our role for most of the time is best achieved by being a critical friend

# What is happening at the L&D Buildings

- Good news
- Energy centre now operational
- Expanded emergency centre will be finished in 2024



*External shot of the Energy Centre – L&D*



*New patient room and bed within ED – L&D*



*Wide view of new ED waiting area – L&D*



# What is happening at the L&D Buildings

- Acute Services Block –
  - Neo natal
  - maternity services
  - Critical care
  - Operating theatres

# New Clinical Facilities at the L&D

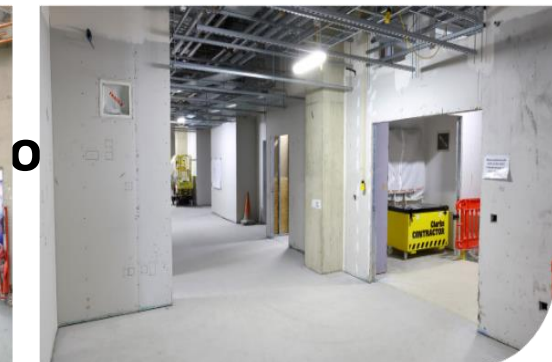
£168.8m investment in the estate to bring it up to modern day standards and drive forward advances in medicine, care and technology. Opens 2025.



Acute Service Block



New Ward Block



Construction in progress



# What is happening operationally

- All hospitals are struggling -- strike action by medical staff has prevented the waiting lists being cut.
- For non emergency we used to have 18 weeks now the immediate target is under 78 weeks (this does not apply to cancer where the 2 weeks 28 days and 62 days targets still remain

# What is happening operationally

- Emergency -- overwhelmed by demand
- The 96% seen in 4 hours which the L&D always achieved is now 76% and not being achieved
- Too many hospital beds are “blocked” by people who should be at home with support or in care homes but the resources are not there

# Being a member

- It is free

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- It is free
- You get a newsletter at least twice a year

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- You get a newsletter at least twice a year
- You get invited to two medical lectures

# Being a member

- It is FREE
- You get a newsletter at least twice a year
- You get invited to two medical lectures
- You can vote in elections
- You can stand for election

# Please sign up

- With the merger with Bedford we lost one of our three governor posts
- We need to keep the Hertfordshire membership up

Have you ever considered  
becoming a Public Governor?

**For more information email:**  
FTMembership@bedsft.nhs.uk

**Nominations for Elections will start  
in May 2024:**

✓ **Hertfordshire – 1 vacant seat**



**Your vote is important!**

**Please VOTE in July**

**The elected Governors represent YOU.**

**Governors are your voice. They are accountable  
to YOU!**

# Encourage your family and friends to become members

**Become a member  
It's free!**

**As a Foundation Trust we are accountable to our local community**

Help shape the future of your local hospitals by becoming a member of Bedford Hospital and Luton and Dunstable University Hospital.

We are looking to expand our Foundation Trust Membership to include people from across the whole of Bedfordshire and surrounding counties to ensure our membership represents the population both hospitals serve.

**Bedford Hospital and Luton and Dunstable University Hospital**

**I have membership forms with me**

**Or visit the Trust website to complete the online membership form.**

**Or use the QR code today.**



# PARTNERSHIP FOR HEALTH



## Surgery Presentation

Dr Richard Yasotharan - Practice overview

Dr Ajeet Bagga - PCN

Dr Munawar Choudhuri – An introduction

# Davenport PPG AGM: Enhancing Patient Care in Challenging Times

Dr Richard Yasotharan MBBS BSc (hons) MRCP

25<sup>th</sup> April 2024

# Introduction

1. Discuss the challenges within NHS
2. Explain changes expected
3. Ways we can all work together for the better of our patients

# History of Davenport House



Previous building was demolished in 1978 to make way for Davenport House. It was built in 1939 and designed by Vyvyan Salisbury.

Until 1964 it could only be accessed via the High Street Methodist Church and until 1962, Victoria Road and Bowers Way were not connected; the arrival of the Telephone Exchange altered that.

# NHS/GP challenges



- ◇ Since 2015 – 1300 practices gone
- ◇ Over 2000 GPs short
- ◇ Over 6m more patients registered with practices in England
- ◇ 400 million consults per year
- ◇ **New contract Government 2.23% uplift**

# Challenges with 2.23% uplift

- ◆ **Rising costs exceeding budget increases** – around 12%, which means others at the surgery have around 12% - practices highest cost
- ◆ **Energy costs** – Projections range up to 20% based on global events, government policy, supply and demand. Davenport house uses up multiple energy per year
- ◆ **Infrastructure and Equipment upgrades** – maintenance of equipment, PAT testing, legionella, boiler, lights, IT
- ◆ **Impact on service quality** – less budget for clinical staff reducing available appointments, implementing new technology

# Challenges with 2.23% uplift

- ◆ **Patient satisfaction and access** – as healthcare needs evolve, including growing demand for mental health services and management of chronic diseases
- ◆ **Implementing of digital solutions** – although improves efficiency and patient care, requires upfront investment. Limited budget can hinder adoption of beneficial technologies.
- ◆ **Compliance and regulatory requirements** – meeting requirements can be costly, and with insufficient budget increases, practices can struggle to comply
- ◆ **Issues with staff retention**

# eConsults

e consult

Contact your doctor online and get help by the end of the next working day or sooner

GET STARTED



- ◇ Patients receive callbacks the same day with a scheduled appointment
- ◇ Done online – good feedback from patients, often can be dealt with by clinician on site if straight forward
- ◇ Prevents long waiting times for patients to get their issue dealt with
- ◇ All cases triaged by GP for targeted care
- ◇ Less demand on phone lines

# NHS app

- ◇ Variety of benefits to both patients and healthcare providers in the UK by integrating multiple services and features in one accessible platform
- ◇ Access to health records
- ◇ Appointment management
- ◇ Order repeat prescriptions
- ◇ View test results
- ◇ Access to consults, medical history



The NHS App

30 million registrations

22 million repeat prescriptions ordered

1.7 million GP appointments booked

128,000 organ donation decisions recorded

Over 28,000 Covid vaccinations booked since December 2022

NHS App

14:05

NHS

How are you feeling today?

Check symptoms

Access your NHS services

Continue with NHS login

The image is a promotional graphic for the NHS App. It features a central smartphone displaying the app's interface. To the left of the phone, there are five horizontal bars with icons and text, each representing a different service or feature. The top bar is red and shows '30 million registrations'. The second bar is purple and shows '22 million repeat prescriptions ordered'. The third bar is green and shows '1.7 million GP appointments booked'. The fourth bar is blue and shows '128,000 organ donation decisions recorded'. The bottom bar is black and shows 'Over 28,000 Covid vaccinations booked since December 2022'. The smartphone screen shows the time '14:05', signal strength, Wi-Fi, and battery icons at the top. Below the 'NHS' logo, it asks 'How are you feeling today?' and provides a 'Check symptoms' button. Below that, it says 'Access your NHS services' and provides a 'Continue with NHS login' button. The background is a blue gradient with a stylized NHS logo in the top right corner.

# Expansion of Medical Staff

- ◆ Three Physician Associates – Dina, Thea, Aisha covering all days of the week – under GP supervision
- ◆ 5 GP Registrars – qualified doctors, training to be GPs
- ◆ Dr Tila Kansagra – experienced GP of 12years
- ◆ Pharmacists – Minal, Fran, Russell. Chronic review of patients, also ensure optimal medications correct, hospital discharge letters
- ◆ Receptionist - Andrea
- ◆ Admin – scanning letters, prescription requests, summarising and coding – 6 staff members, previously 4-5
- ◆ Practice Manager Adarsh and supporting Shereen
- ◆ Pharmacy first – local pharmacies can treat common conditions
- ◆ St Albans Urgent care

# Pharmacy First

## Pharmacy treatments

The seven types of case that can be seen by pharmacies in the NHS Pharmacy First service



Clinical pathway	Age range
Acute otitis media*	1 - 17 years
Impetigo	1 year+
Infected insect bites	1 year+
Shingles	18 years+
Sinusitis	12 years+
Sore throat	5 years+
Urinary tract infections**	Women 16 - 64 years

\*Also known as ear infection

\*\*Uncomplicated cases only

Local pharmacies – Manor, Boots, Springfield, Topkins

Immediate assistance with common presentations.

Reduces workload on GPs and speeds up patient care.

# St Albans Urgent Care Centre



- ❖ A new minor illness and injuries service has opened at St Albans City Hospital to increase access to same day urgent care.
- ❖ The Integrated Urgent Care Hub (IUCH) treats a range of urgent but not life-threatening health conditions.
- ❖ The hub offers appointments between 9am and 6pm, seven days a week and provides access to diagnostic services such as x-rays.
- ❖ Patients are booked into the service, often with same day appointments, through NHS 111 or their GP practice. It is not a walk-in service, on a referral only basis
- ❖ Benefits: Eases pressure on the practice

# Improved Phone Lines



- ◇ Previously a lot of complaints due to waiting times, now changed
- ◇ Allows us to monitor better data – number of calls/waiting times
- ◇ Reduced hold times and callback feature

# PPG help



- ◇ Funded PAT testing
- ◇ Legionella testing
- ◇ Surgery pod maintenance
- ◇ FEV1 monitors
- ◇ Boiler repair
- ◇ Importance of continued support for future projects
- ◇ Legal Contract review / assistance

# Summary

- ◇ Lots of pressure on NHS and practice, primarily funding issues
- ◇ All staff passionate about patient care
- ◇ Lots of different roles in healthcare now inside and outside GP practices
- ◇ Importance for PPG support – patient information and financial

Munawar Choudhuri

**FRIENDS OF DAVENPORT HOUSE (COMBINED ACCOUNTS)****Income and Expenditure Year to 31 December 2023**

	2023 (£)	2022 (£)
<i>Balance brought forward</i>	13,187.09	18,938.75
<b>Income</b>		
Donations	4,982.00	5,297.00
Gift Aid	335.58	440.51
Barclays Bank Compensation	100.00	50.00
Building Society Interest	5.70	7.46
<b>Total Income</b>	<u>5,423.28</u>	<u>5,794.97</u>
<b>Expenditure</b>		
Web Site, Hosting, domain name, Zoom	270.91	143.82
N.A.P.P. Annual subscription	40.00	40.00
Charity Insurance	299.79	465.06
Ex Chairman and Practice Manager gifts		74.95
Donations to the Surgery	6431.19	10,822.80
<b>Total Expenditure</b>	<u>7,041.89</u>	<u>11,546.63</u>
<b>Surplus/Deficit for the year</b>	-1,618.61	-5,751.66
<i>Balance carried forward</i>	11,568.48	13,187.09

**Balance Sheet as at 31 December 2023**

## Current Assets:

Barclays Bank Current Account - Davenport House PPG	3,500.97	7,077.16
Barclays Bank Current Account - Friends of Davenport House	2,364.35	2,435.27
Harpenden Building Society Savings Account PPG	5,703.16	5,697.46
Current Liabilities:		
Creditors and cheques not presented	0.00	2,022.80
Current assets: cash in bank/Building Society	11,568.48	13,187.09

..... Katie Hill, Treasurer

**Report to the Friends of the Davenport House**

I have examined the foregoing Statement of Income and Expenditure. From the work carried out, in my opinion, it has been properly prepared from the records of the Group and is in accordance with the information and explanations given to me.

..... Ian Farnsworth, Harpenden

**FRIENDS OF DAVENPORT HOUSE**

England & Wales - Charity number 1184307

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# Accounts

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## Trustees' Annual Report for the period

From 010122 Period start date To 311222 Period end date

Charity name: Friends of Davenport House

Charity registration number: 1184307

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>To provide support services to Davenport House Surgery and the wider public in Harpenden, that are not funded by statutory payments.</b>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<b>We arrange public meetings, either face to face or online, covering medical topics which do not infringe on any personal medical information.</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>We have taken notice of the guidance and believe that we have operated within this policy.</b>

## Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	<b>We make grants to the surgery to fund non statutory devilopments.</b>
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	<b>We receive donations from members, which is our primary source of income.</b>
Other		

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## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p><b>As in 2020 and 2021, we were unable to hold public meetings because of Covid-19. The Annual General Meeting was also held via Zoom.</b></p> <p><b>We have continued to make grants to the surgery as outlined in the accounts.</b></p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<b>The grants we made to the surgery in 2022 exceeded our income but came out of reserves.</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>We aim to spend the reserves in helping support the surgery</b>
Amount of reserves held	Para 1.22	<b>At the year-end our reserves were just over £13,000. Our main income is in March when we expect the reserve to increase to about £18,000.</b>
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document ( <a href="#">trust deed</a> , <a href="#">royal charter</a> )	Para 1.25	<b>Trust deed</b>
How is the charity constituted? (e.g <a href="#">unincorporated association</a> , <a href="#">CIO</a> )	Para 1.25	<b>CIO</b>
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<b>By discussion amongst existing trustees.</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	<b>We retain a close working relationship with Davenport House Surgery both in person and on line. Representatives of the surgery attend our trustees meetings.</b>
Other		

### Reference and Administrative details

Charity name	
Other name the charity uses	
Registered charity number	
Charity's principal address	

**Names of the charity trustees who manage the charity**

	<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>	<b>Name of person (or body) entitled to appoint trustee (if any)</b>
1	Simon Speirs	Chairman		
2	John Harris	Treasurer	To retire at AGM	
3	Joan Shopper	Secretary		
4	Bob Fletcher			
5	Helen Hartley			
6	Brian Macdonald		To retire at AGM	
7	Steve Twelftree			
8	Claire Watts			
9	Katie Hill		To become Treasurer at AGM	
10	Kingsley Roberts			
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

**Corporate trustees – names of the directors at the date the report was approved**

<b>Director name</b>		

**Name of trustees holding title to property belonging to the charity**

<b>Trustee name</b>	<b>Dates acted if not for whole year</b>	

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

#### Name of chief executive or names of senior staff members (Optional information)

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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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## Other optional information

<p><b>Brian Macdonald and John Harris retire from the Trustees at the AGM 2023. It is expected that Katie Hill will assume the role of Treasurer.</b></p> <p><b>Bob Fletcher and Joan Shopper retire by rotation and offer themselves for re-election</b></p>
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## Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

<b>Signature(s)</b>		
<b>Full name(s)</b>	Simon Speirs	
<b>Position (eg Secretary, Chair, etc)</b>	Chairman	
<b>Date</b>	26 May 2023	

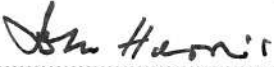
**FRIENDS OF DAVENPORT HOUSE (COMBINED ACCOUNTS)****Income and Expenditure Year to 31 December 2022**

	2022 (£)	2021 (£)
<i>Balance brought forward</i>	18,938.75	21,121.54
<b>Income</b>		
Donations	5,297.00	5,692.00
Gift Aid	440.51	738.12
Barclays Bank Compensation	50.00	
Building Society Interest	7.46	8.68
<b>Total Income</b>	<u>5,794.97</u>	<u>6,438.80</u>
<b>Expenditure</b>		
Web Site, Hosting, domain name, Zoom	143.82	140.06
N.A.P.P. Annual subscription	40.00	40.00
Charity Insurance	465.06	441.53
Ex Chairman and Practice Manager gifts	74.95	
Donations to the Surgery	<u>10,822.80</u>	<u>8,000.00</u>
<b>Total Expenditure</b>	<u>11,546.63</u>	<u>8621.59</u>
<b>Surplus/Deficit for the year</b>	-5,751.66	-2,182.79
<i>Balance carried forward</i>	13,187.09	18,938.75

**Balance Sheet as at 31 December 2022**

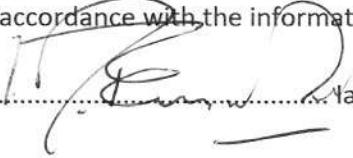
## Current Assets:

Barclays Bank Current Account - Davenport House PPG	7,077.16	3,957.16
Barclays Bank Current Account - Friends of Davenport House	2,435.27	6,291.59
Harpenden Building Society Savings Account PPG	5,697.46	8,690.00
Current Liabilities:		
Creditors and cheques not presented	2,022.80	Nil
Current assets: cash in bank/Building Society	13,187.09	18,938.75

  
 ..... John Harris, Treasurer

**Report to the Friends of the Davenport House**

I have examined the foregoing Statement of Income and Expenditure. From the work carried out, in my opinion, it has been properly prepared from the records of the Group and is in accordance with the information and explanations given to me.

  
 ..... Ian Farnsworth, Harpenden

**FRIENDS OF DAVENPORT HOUSE**

England & Wales - Charity number 1184307

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# Accounts

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## Trustees' Annual Report for the period

From 010121

Period start date To 311221

Period end date

Charity name: Friends of Davenport House

Charity registration number: 1184307

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>To provide support services to Davenport House Surgery and the wider public in Harpenden, that are not funded by statutory payments.</b>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<b>We arrange public meetings covering various medical topics which do not infringe on any personal medical information.</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>We have taken note of the guidance and believe that we have operated within this policy</b>

## Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	<b>We received a grant from the Childwickbury Trust in 2020 but no further grants in the current year.</b>
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	<b>We receive donations from members which is our primary source of income.</b>
Other		

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## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p><b>As in 2020, it has not been possible to hold public meetings in 2021 due to Covid-19.</b></p> <p><b>We have made a donation to the surgery for them to upgrade their telephone service which benefits all patients.</b></p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<b>As shown in the accounts, we made one grant during the year but our financial reserve remains robust.</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>We aim to spend the reserves in helping the support services as referred to above.</b>
Amount of reserves held	Para 1.22	<b>As at the year end our reserve was just under £19,000.</b>
Reasons for holding zero reserves	Para 1.22	<b>n/a</b>
Details of fund materially in deficit	Para 1.24	<b>n/a</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>None</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<b>By member donations.</b>
Investment policy and objectives including any social investment policy adopted	Para 1.46	
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## Structure, Governance and Management

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You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	<b>We retain a close working relationship with Davenport House surgery although this continues to primarily online communication during the Covid-19 pandemic.</b>
Other		

### Reference and Administrative details

Charity name	
Other name the charity uses	
Registered charity number	
Charity's principal address	

**Names of the charity trustees who manage the charity**

	<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>	<b>Name of person (or body) entitled to appoint trustee (if any)</b>
1	Richard Munton	Chairman	Until December 2021	
2	Simon Speirs	Chairman	From December 2021	
3	John Harris	Treasurer		
4	Joan Shopper	Secretary		
5	Bob Fletcher			
6	Helen Hartley			
7	Brian Macdonald			
8	Steve Twelftree		From January 2022	
9	Claire Watts		From January 2022	
10	Katie Hill		From February 2022	
11	Kingsley Roberts		From February 2022	
12				
13				
14				
15				
16				
17				
18				
19				
20				

**Corporate trustees – names of the directors at the date the report was approved**

<b>Director name</b>		

**Name of trustees holding title to property belonging to the charity**

<b>Trustee name</b>	<b>Dates acted if not for whole year</b>	

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
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#### Name of chief executive or names of senior staff members (Optional information)

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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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## Other optional information

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## Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

<b>Signature(s)</b>		
<b>Full name(s)</b>	Brian Macdonald	
<b>Position (eg Secretary, Chair, etc)</b>	Vice Chairman	
<b>Date</b>	23 February 2022	

**FRIENDS OF DAVENPORT HOUSE (COMBINED ACCOUNTS)****Income and Expenditure Statement 31 December 2021**

	2021 (£)	2020 (£)
<i>Balance brought forward</i>	21,121.54	20,554.12
<b>Income</b>		
Subscriptions/Donations	5,692.00	4,929.46
Gift Aid	738.12	
Barclays Bank Compensation		300.00
Book Sales: History of Davenport House		190.00
Childwick Trust Grant		2,000.00
Building Society Interest	8.68	8.67
<b>Total Income</b>	<u>6,438.80</u>	<u>7,428.13</u>
<b>Expenditure</b>		
Newsletter printing Costs (PPG share)		52.80
Publicity to members (Meeting Posters)		262.69
Web Site, Hosting, domain name, Zoom	140.06	40.00
Admin (Inc AGM costs & NAPP sub)	40.00	75.00
Education meetings (Hire of Hall)		441.53
Charity Insurance	441.53	430.22
Donation to the Surgery	8,000.00	5000.00
Donation to the Salvation Army		1000.00
<b>Total Expenditure</b>	<u>8621.59</u>	<u>6860.71</u>
<b>Surplus/Deficit for the year</b>	-2,182.79	567.42
<i>Balance carried forward</i>	18,938.75	21,121.54

**Balance Sheet as at 31 December 2021**

## Current Assets:

Barclays Bank Current Account - Davenport House PPG	3,957.16	547.16
Barclays Bank Current Account - Friends of Davenport House	6,291.59	11,893.06
Harpenden Building Society Savings Account PPG	8,690.00	8,681.32

## Current Liabilities:

Creditors and cheques not presented	Nil	Nil
Current assets: cash in bank/Building Society	18,938.75	21121.54

  
 ..... John Harris, Treasurer

**Report to the Friends of the Davenport House**

I have examined the foregoing Statement of Income and Expenditure. From the work carried out, in my opinion, it has been properly prepared from the records of the Group and is in accordance with the information and explanations given to me.

  
 ..... Ian Farnsworth, Harpenden

20/1/22

**FRIENDS OF DAVENPORT HOUSE**

England & Wales - Charity number 1184307

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# Accounts

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## Trustees' Annual Report for the period

From 180719 Period start date To 311220 Period end date

Charity name: Friends of Davenport House

Charity registration number: 1184307

### Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>To provide support services to Davenport House Surgery and the wider public in Harpenden, that are not funded by statutory payments.</b>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<b>We arrange public meetings covering various medical topics which do not infringe on any personal medical information.</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>We have taken note of the guidance and believe that we have operated within this policy.</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	<b>We have received a grant from the Childwickbury Trust to aid us in our programme</b>
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

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## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p><b>Holding public lectures has been impossible this year due to the covid-19 pandemic.</b></p> <p><b>We have made a grant to the surgery to improve the service they can provide and also to a local food bank.</b></p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<b>As shown in the accounts our income exceeds our expenditure and our financial reserve is robust.</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>We aim to spend the reserves in helping the support services as referred to above.</b>
Amount of reserves held	Para 1.22	<b>Currently our reserve is a little over £21,000.</b>
Reasons for holding zero reserves	Para 1.22	<b>n/a</b>
Details of fund materially in deficit	Para 1.24	<b>n/a</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>None</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<b>Annual donations, primarily from members</b>
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	<b>Trust deed</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>CIO</b>
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<b>By discussion amongst existing trustees</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	<b>We retain a close working relationship with Davenport House surgery although this has been reduced largely to online communication during the Covid-19 pandemic.</b>
Other		

### Reference and Administrative details

Charity name	Friends of Davenport House
Other name the charity uses	
Registered charity number	1184307
Charity's principal address	Davenport House Surgery Bowers Way Harpenden AL5 4HX



**Funds held as custodian trustees on behalf of others**

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

**Additional information (optional)**

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address

**Name of chief executive or names of senior staff members (Optional information)**

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**Exemptions from disclosure**

Reason for non-disclosure of key personnel details

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**Other optional information**

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## Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Brian Macdonald	
Position (eg Secretary, Chair, etc)	Vice Chairman	
Date	31.03.2021	

**FRIENDS OF DAVENPORT HOUSE (COMBINED ACCOUNTS)****Income and Expenditure Statement 31 December 2020**

	2020(£)	2019(£)
<i>Balance brought forward</i>	20,554.12	12,870.88
<b>Income</b>		
Subscriptions/Donations	4,929.46	5,585.00
Donations/Other		0.62
Barclays Bank Compensation	300.00	100.00
Book Sales: History of Davenport House	190.00	8.00
Childwick Trust Grant	2,000.00	5,000.00
<b>Total Income</b>	8.67	8.66
	<u>7,428.13</u>	<u>10,702.28</u>
<b>Expenditure</b>		
Newsletter printing Costs (PPG share)		327.00
Publicity to members (Meeting Posters)	52.80	122.40
Web Site, Hosting, domain name, Zoom	262.69	206.73
Admin (Inc AGM costs & NAPP sub)	40.00	116.50
Education meetings (Hire of Hall)	75.00	1505.12
Charity Insurance	430.22	505.23
Donation to the Surgery	5000.00	
Donation to the Salvation Army	1000.00	
Deliverers Party		189.30
Food & Drinks (July meeting)		26.76
Refunds (Incorrect payment)		20.00
<b>Total Expenditure</b>	<u>6860.71</u>	<u>3019.04</u>
<b>Excess of income over expenditure</b>	567.42	7683.24
<i>Balance carried forward</i>	21,121.54	20,554.12

**Balance Sheet as at 31 December 2020**

## Current Assets:

Barclays Bank Current Account - Davenport House PPG	547.16	7172.09
Barclays Bank Savings Account - Davenport House PPG		0.61
Harpenden Building Society Savings account PPG	8,681.32	8672.65
Barclays Bank Current Account - Friends of Davenport House	11,893.06	4708.77

## Current Liabilities:

Creditors and cheques not presented	Nil	Nil
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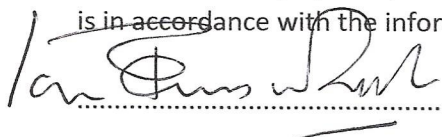
Current assets: cash in bank/Building Society	21121.54	20554.12
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..... John Harris, Treasurer

**Report to the Friends of the Davenport House**

I have examined the foregoing Statement of Income and Expenditure. From the work carried out, in my opinion, it has been properly prepared from the records of the Group and is in accordance with the information and explanations given to me.



..... Ian Farnsworth, Harpenden