

CASTLEPINES MEDICAL FOUNDATION

England & Wales · Charity number 1187050

Details

Status Registered

Legal form CIO

Registered 2019-12-19

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

Contact

Address 36 Pall Mall
St James's
SW1Y 5JN

Email stanshepherd@stanshepherd.com

Website <https://www.castlepinesmedical.org/>

Activities

Objects: The advancement of health and relief of suffering, principally from non-communicable diseases and long term chronic illnesses such as high blood pressure, hypertension, cardiovascular, coronary heart disease and diabetes to countries in Africa, through improving access to medicines, therapies and health services where there is no adequate provision of these services to vulnerable children and adults

Activities: To provide medicines, principally for non-communicable diseases and long term chronic illnesses such as high blood pressure, hypertension, cardiovascular, coronary heart disease and diabetes.

Classification

- **How:** Provides Services
- **What:** The Advancement Of Health Or Saving Of Lives

Geography

- Botswana
- Mozambique
- South Africa
- Zimbabwe

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£48,452	£48,515	-	-
2023-12-31	£0	£40,612	-	-
2022-12-31	£0	£0	-	-
2021-12-31	£0	£72,117	-	-
2020-12-31	£0	£0	-	-

Trustees

Name	Role	Appointed
David John Grose		2019-12-19
Dr Neil Michael Carpenter		2019-12-19
Dr Stanley George Shepherd		2020-09-18
Kenneth William Conway Ralston		2023-01-10
Tafadzwa Mugwagwa		2020-04-23

CASTLEPINES MEDICAL FOUNDATION

England & Wales - Charity number 1187050

Accounts

**TRUSTEES ANNUAL
REPORT 2024**

Castlepines Medical Foundation

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Trustees Annual Report 2024

For the period from 1st January 2024 to 31st December 2024

Charity name: Castlepines Medical Foundation
Charity registration number: 1187050
Charity address: 36 Pall Mall, St James's, London, SW1Y 5JN

Trustees:

All Trustees acted for the whole year:

David Grose, Chairman

Neil Carpenter, Secretary

Stanley Shepherd, Treasurer

Tafadzwa Mugwagwa

Ken Ralston

Chairman's Foreword

It was impressive to see how much the charity was transformed in 2023 and was poised in 2024 to benefit from the foundations laid in 2023.

Unfortunately by 2024 donors were much harder to find and were scarcer still for a relative startup charity. Consequently we had no option but to pause our activities and to release our CEO in April 2024. On behalf of all the Trustees I would like to thank our CEO, Louise Normand, for her dedication and contribution on behalf of the charity and her instilling high standards of governance.

The strong desire among the trustees remains to achieve our declared objective:

The advancement of health and relief of suffering, principally from non-communicable diseases and long term chronic illnesses such as high blood pressure, hypertension, cardiovascular, coronary heart disease and diabetes to countries in Africa, through improving access to medicines, therapies and health services where there is no adequate provision of these services to vulnerable children and adults

We can and we will rise again.

Introduction

CastlePines Medical Foundation (CMF) was set up in 2019 to address widespread medicine shortages for chronic non-communicable diseases (NCDs) in Africa. The charity was restarted in 2023 following two years of low activity, resulting directly from COVID-19 related risk aversion by UK banks and restrictions on international travel.

We transformed the charity during 2023 and into 2024 with new governance, and focused objectives.

There were multiple visits to Zimbabwe in which we established a wide network of contacts. Our mission was warmly welcomed by all the stakeholders we met.

However post COVID raising funds became significantly more challenging as there were less funds available and it was difficult for a relative start up charity to secure initial early funding.

Potential donors were much less likely to fund in the absence of a track record.

Although we had a confirmed donation of significant quantities medicines we were still unable to raise funds to utilise those medicines.

Despite the transformation of the charity through 2023 and into 2024, ultimately when our launch donation was used up, albeit carefully and wisely, and no further donations were achieved, we had no option other than to let our CEO go as the only employee in April 2024 and pause our activities while we reviewed further funding options.

We are paused but we are not finished.

2024 Overview

Focus

Having spent 2023 transforming the charity's governance and organisation, 2024 was set to raise further funds in addition to the generous Launch Donation of £161,294.

Activities

Q1: Launch Loan to Launch donation

On 1st February 2024 the donor of the Launch Loan offered to convert the Launch Loan in its entirety to an unrestricted Launch Donation, so leaving the Charity debt free. This was reported to the Trustees at an Emergency Board Meeting on 5th February 2024.

This generous offer was gratefully received by the Trustees, rendering the charity debt free.

During early 2024 the CEO continued her fund raising efforts. However, the common response was that donors were allocating their funds to charities with a track record.

Despite the thorough ground work done by the charity in 2023 and 2024 including all the on-site visits to Zimbabwe, meetings with key stakeholders plus the thorough and powerful analysis of their needs being combined into a credible strategy and project, of efforts, as a relative start-up we found no donors ready to fund our project, even though they acknowledged the strategy and projects .

Challenges

It became clear during the first quarter of 2024 that the charity would not find a new donor or their funds before the Launch Donation was fully used up.

This was despite a confirmed offer to supply a range of free medicines to the Charity for distribution in Zimbabwe.

Impact

The Charity did not find a new donor to continue our work into 2024.

We were consequently unable to measure a tangible impact for our beneficiaries.

The Charity had no option but to let go its one employee, CEO Lou Normand.

Financial Overview

The accounts show a total Donation income of £48,451 against an expenditure of £48,514. During this period, charitable expenditure was funded exclusively through an extension of the unrestricted Launch Donation from the charity's founder and Chairman.

Full details of income and expenditure are outlined at the end of this report in our financial statements (Appendix 1) and accounts (Appendix 2).

Income

Between 1st January and 31st December 2024 the charity did not receive income from any source other than the Launch Donation of £48,451.

Expenditure

During 2024 the Charity's expenses totalled £48,514.76.

The principal expense was the salary of the CEO, totalling £15,901.76 (net), plus employer pension contributions of £1,343.46

The CEO conducted one visit to Zimbabwe. Travel and accommodation expenses totalled £879.72.

Due to significant delays in receiving the PAYE reference number from the contracted payroll service provider beyond the control of the charity, tax and NIC contributions could not be paid to HMRC for the year ending 31st December 2023.

A repayment plan was agreed with HMRC for the sum of £29,016.50, including interest, and was completed in 2024 to the satisfaction of HMRC.

Loans and debts

At the start of 2024 the Launch Loan stood at £112,843.19

On 1st February 2024 the donor of the Launch Loan offered to convert the Launch Loan in its entirety to an unrestricted Launch Donation, so leaving the Charity debt free. This was reported to the Trustees at an Emergency Board Meeting on 5th February 2024 and gratefully accepted.

During 2024 a further £48,451.53 was donated to the charity as a continuation of the Launch Donation and used to pay for 2024 launch activity expenses.

At the end of 2024 the total Launch Donation stood at £161,294.72.

Governance and Management

There were no changes to the structure of the Trustee Board, which is comprised of 5 members including an appointed Chair, Treasurer, and Secretary. The charity had one employee (CEO Lou Normand) and no volunteers joined the team.

Board meetings: There were three board meetings in 2024, all of which were quorate.

Constitution: There were no changes to the Constitution during the year.

Future Plans

In 2024 we had intended to launch both aspects of Project Zambezi, strengthen financial resilience, and to expand our team so that we can increase the reach of our life-saving work.

However, these plans were put on hold due to the availability of funds.

Appendix 1: Financial Summary

A summary of the Launch Donation and expenses for 2024 is set out in the table below.

All in £	Loan	Expenses
Launch Donation Funds received in 2024	48,451.53	
Expenses		
Salary		(15,901.76)
Travel and accommodation		(879.72)
Allianz Health Insurance		(873.60)
NEST Pension		(1,343.46)
Iris Payroll services		(499.72)
HMRC Repayment Plan		(29,016.50)
Total expenses		(48,514.76)
Bank balance 31 Dec 24	5.36	
Launch Loan Donation balance		
Loan	At end 2022	72,116.94
Loan	At end 2023	112,843.19
Donation	At end 2024	161,294.72

The Charity's cash flow was managed as follows: as upcoming expenses were identified, and before they became due, the donor paid into the Charity's bank account the necessary funds to meet those expenses.

Note that On 1st February 2024 the donor of the Launch Loan converted the Launch Loan in its entirety to an unrestricted Launch Donation, so leaving the Charity debt free.

Appendix 2: Annual Accounts

Date	Transaction Payee	Note	Income	Expense
Loan				
CastlePines Corporation Australia				
16 Jan 2024	CastlePines Corporation Australia		£9,691.76	
18 Jan 2024	CastlePines Corporation Australia		£5,780.21	
12 Feb 2024	Dr Stanley Shepherd		£5.00	
16 Feb 2024	CastlePines Corporation Australia		£5,500.00	
19 Mar 2024	CastlePines Corporation Australia		£2,000.00	
22 Mar 2024	CastlePines Corporation Australia		£3,084.56	
26 Mar 2024	CastlePines Corporation Australia		£5,000.00	
15 Apr 2024	CastlePines Corporation Australia		£6,000.00	
6 May 2024	CastlePines Corporation Australia		£6,000.00	
4 Jun 2024	CastlePines Corporation Australia		£2,000.00	
8 Jul 2024	CastlePines Corporation Australia		£1,700.00	
4 Aug 2024	CastlePines Corporation Australia		£1,450.00	
16 Aug 2024	Dr Stanley Shepherd		£240.00	
CastlePines Corporation Australia Total			£48,451.53	
Expenses				
Salary				
30 Jan 2024	CEO	Jan-24		(£3,217.98)
28 Feb 2024	CEO	Feb-24		(£3,217.98)
27 Mar 2024	CEO	Mar-24		(£4,960.62)
28 Apr 2024	CEO	Apr-24		(£3,657.94)
6 May 2024	CEO	May-24		(£847.24)
Salary Total				(£15,901.76)
Employee Pension				
23 Jan 2024	NEST	Dec-23		(£256.83)
20 Feb 2024	NEST	Jan-24		(£256.83)
26 Mar 2024	NEST	Feb-24		(£256.83)
10 Apr 2024	NEST	Mar-24		(£256.83)
8 May 2024	NEST	Apr-24		(£256.83)
28 May 2024	NEST	May-24		(£59.31)
Employee Pension Total				(£1,343.46)
Employee Health Insurance				
21 Jan 2024	Allianz	Jan-24		(£201.60)
16 Feb 2024	Allianz	Feb-24		(£201.60)
21 Mar 2024	Allianz	Mar-24		(£217.28)
10 Apr 2024	Allianz	Apr-24		(£217.28)
19 May 2024	Allianz	May-24		(£35.84)
Employee Health Insurance Total				(£873.60)
Employee Travel, Accommodation and Subsistence				
6 May 2024	CEO	Zimbabwe expenses Jan 24		(£879.72)
Employee Travel, Accommodation and Subsistence Total				(£879.72)
Payroll services				
21 Jan 2024	IRIS Software Limited			(£69.00)
30 Jan 2024	IRIS Software Limited			(£69.00)
28 Feb 2024	IRIS Software Limited			(£69.00)
25 Mar 2024	IRIS Software Limited			(£69.00)
20 Apr 2024	IRIS Software Limited			(£69.00)
23 May 2024	IRIS Software Limited			(£138.00)
23 May 2024	IRIS Software Limited			(£3.83)
23 May 2024	IRIS Software Limited			(£3.89)
23 May 2024	IRIS Software Limited			(£3.89)
30 Jun 2024	IRIS Software Limited			(£5.11)
Payroll services Total				(£499.72)
Income Tax and NIC				
21 Jan 2024	HMRC	HMRC Repayment Plan		(£7,479.69)
21 Jan 2024	HMRC	HMRC Repayment Plan		(£1,753.64)
16 Feb 2024	HMRC	HMRC Repayment Plan		(£2,493.23)
20 Feb 2024	HMRC	HMRC Repayment Plan		(£1,753.64)
19 Mar 2024	HMRC	HMRC Repayment Plan		(£1,753.64)
21 Mar 2024	HMRC	HMRC Repayment Plan		(£2,108.41)
30 Apr 2024	HMRC	HMRC Repayment Plan		(£1,753.64)
22 Apr 2024	HMRC	HMRC Repayment Plan		(£764.94)
9 May 2024	HMRC	HMRC Repayment Plan		(£502.13)
9 May 2024	HMRC	HMRC Repayment Plan		(£86.01)
9 May 2024	HMRC	HMRC Repayment Plan		(£29.19)
13 May 2024	HMRC	HMRC Repayment Plan		(£1,394.69)
18 May 2024	HMRC	HMRC Repayment Plan		(£1,753.64)
9 Jun 2024	HMRC	HMRC Repayment Plan		(£129.09)
19 Jun 2024	HMRC	HMRC Repayment Plan		(£1,753.64)
22 Jul 2024	HMRC	HMRC Repayment Plan		(£1,753.64)
19 Aug 2024	HMRC	HMRC Repayment Plan		(£1,753.64)
Income Tax and NIC Total				(£29,016.50)
Expenses Grand Total				(£48,514.76)
Bank balance 31 Dec 24		5.36		

Due to significant delays in receiving the PAYE reference number from the contracted payroll service provider beyond the control of the Charity, tax and NIC contributions could not be paid to HMRC for the year ending 31st December 2023. A repayment plan for the sum of £29,016.50, including interest, was completed in 2024 as agreed with HMRC.

Launch Loan / Donation balance

Loan	At end 2022	72,116.94
Loan	At end 2023	112,843.19
Donation	At end 2024	161,294.72

NOTES

The Launch Loan was interest free with no fixed term. Repayment was due at times and in amounts determined by the trustees. On 1st February 2024 the donor of the Launch Loan converted the Launch Loan in its entirety to an unrestricted Launch Donation, so leaving the Charity debt free.

Trustees do not claim travel or other expenses.

Charity Number: 1187050

Castlepines Medical Foundation

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2024

CHARLES OSEI, BSc, MSc, FCIE, MCIPP, AFA, ATA

CHARITY INDEPENDENT EXAMINER / ACCOUNTANT

FLAT 3, 11 ROCHDALE WAY

LONDON

SE8 4LY

Castlepines Medical Foundation

Registered Charity No. 1187050

TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2024

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Castlepines Medical Foundation

Registered Charity No.

1187050

ORGANISATIONAL PROFILE

FOR THE YEAR ENDED 31 DECEMBER 2024

TRUSTEES

David Grose	Chair
Neil Carpenter	Secretary
Stanley Shepherd	Treasurer
Tafadzwa Mugwagwa	
Ken Ralston	

REGISTERED OFFICE:

36 Pall Mall
St James's
London
SW1Y 5JN

BANKERS:

Wise Payments Ltd.
1st Floor, Worship Square
65 Clifton Street
London
EC2A 4JE

ACCOUNTANTS:

Charles Osei, BSc (Hons), MSc, FCIE, AFA, ATA, MCIPP
Flat 3, 11 Rochdale Way, Deptford London
SE8 4LY

Castlepines Medical Foundation

Registered Charity No. 1187050

INDEPENDENT EXAMINER'S REPORT ON THE FINANCIAL STATEMENTS TO THE TRUSTEES OF CASTLEPINES MEDICAL FOUNDATION

I report on the financial statements for the year ended 31 December 2024 set out on pages 4 - 11.

This report is made solely to the Trustees of Castlepines Medical Foundation, as a body, in accordance with regulations made under section 145 of the Charities Act 2011 and Charity SORP. My work has been undertaken so that I might state to the Trustees matters I am required to state to them in an independent Examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and Charity's trustees for my independent examination work, for this report, or for the statement I have given below.

Respective responsibilities of Trustees and independent examiner

As charity trustees of the organisation and for the purposes of charity law, are responsible for the preparation of the financial statements, the Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the Act) and under Part 16 of the 2006 Act, and that an independent examination is needed.

I report in respect of my examination of the Charity's accounts carried out:-

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

Basis of independent examiner's statement

My examination was carried out in accordance with the general Directions given by the Charity Commission. An 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 you as 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 reports limited to those matters set out in the statement on the next page.

Castlepines Medical Foundation

Registered Charity No. 1187050

**INDEPENDENT EXAMINER'S REPORT ON THE FINANCIAL STATEMENTS
TO THE TRUSTEES OF CASTLEPINES MEDICAL FOUNDATION**

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
 - a) to keep accounting records in accordance with Section 130 of the Charities Act; and
 - b) to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave 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.



Charles Osei, BSc (Hons), MSc, ACIE, AFA, ATA , MCIPP
Flat 3, 11 Rochdale Way Deptford London SE8 4LY

Date 12/11/2025

Castlepines Medical Foundation

Registered Charity No. 1187050

BALANCE SHEET
AS AT 31 DECEMBER 2024

	<u>Notes</u>	<u>2024</u> £
Fixed Assets		-
Current Assets		
Debtors		-
Cash at Bank and in hand	3	5
Creditors		
Amount due within One Year		
Other Creditors		-
Net Assets/Liabilities		<u>5</u>
Reserves		
General Funds		5
Restricted Funds:		0
		<u>5</u>

The financial statements were approved by the Board of Trustees and authorised for issue on
.....*31st October 2025*.....and were signed on its behalf by:

..........
Trustee

Castlepines Medical Foundation

Registered Charity No. 1187050

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2024

	Notes	Unrestricted Funds £	Restricted Funds £	2024 Total Funds £
Incoming Resources				
Donations		48,452	0	48,452
Research Grant		0	0	-
Repayment		-	-	-
Other Income		-	-	-
Total Income		<u>48,452</u>	<u>0</u>	<u>48,452</u>
Expenditure:				
Resources expended	2	48,516	-	48,516
Raising Funds		-	-	-
Total Expenditure		<u>48,516</u>	<u>0</u>	<u>48,516</u>
Resources retained for further use		(64)	-	(64)
Transfer between Funds		-	0	-
Net Movement in Funds				
Reconciliations of Funds				
Brought forward 01/01/2024		69	-	69
Carried forward 31/12/2024		<u><u>5</u></u>	<u><u>0</u></u>	<u><u>5</u></u>

The company made no recognised gains and losses other than those reported in the income and expenditure account.

Castlepines Medical Foundation

Registered Charity No. 1187050

NOTES TO THE ACCOUNTS **FOR THE YEAR ENDED 31 DECEMBER 2024**

1. Accounting Policies

Basis of Preparation.

These accounts have been prepared on an accrual basis and include income and expenditure as they are earned or incurred, rather than as cash received or paid. Reference to the "Charities SORP" refers to the Charities SORP (FRS 102): 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. 2nd edition effective 1 January 2019.

1a. Income

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received, and the amount of income receivable can be measured reliably.

Grants are included in the Statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance Sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

Launch Loan

The Launch Loan was interest free with no fixed term. Repayment was due at time and in amounts determined by the trustees. On 1st February 2024 the donor of the Launch Loan converted the Launch Loan in its entirety to an unrestricted Launch Donation, so leaving the Charity debt free.

Trustees do not claim travel or other expenses.

1b. Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is possible that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Charity's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

1c. Government grants

Government grants are credited to the Statement of financial activities as the related expenditure is incurred.

1d. Fund accounting

Unrestricted Funds are receivable or generated for the objects of the charity without further specified purpose and are available as general funds.

Restricted Funds are subjected to restrictions on their expenditure imposed by the donor.

Designated Funds are unrestricted funds but earmarked by the trustees for particular purposes.

Castlepines Medical Foundation

Registered Charity No. 1187050

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2024

1e. Taxation

The Charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the Charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

1f. Debtors

Trade and other debtors are recognised at the settlement amount. Prepayments are valued at amount prepaid.

1g. Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

1h. Liabilities and provisions

Liabilities are recognised when there is an obligation at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of financial activities as a finance cost.

1i. Financial Instruments

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

1j. Critical accounting estimates and areas of judgement

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances. The Charity does not currently have any significant accounting estimates or areas of judgement.

1k. Tangible Fixed Assets

Equipment and other tangible fixed assets are capitalised when the cost is £500 or more

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Computer equipment - straight line over 3 years

Castlepines Medical Foundation

Registered Charity No. 1187050

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2024

2 Resources Expended	Unrestricted	Restricted	Total
	2024	2024	2024
	£	£	£
Salary	15,902	-	15,902
Employee Pension	1,343	-	1,343
Employee Health Insurance	874	-	874
Employee Travel, Accommodation and Subsistence	880	-	880
Payroll Services	500	-	500
Income Tax and NIC	29,017	-	29,017
Total resources expended	48,516	-	48,516

	2024
	£
3 Cash at Bank and in Hand	5

CASTLEPINES MEDICAL FOUNDATION

England & Wales - Charity number 1187050

Accounts



CASTLEPINES
MEDICAL FOUNDATION

**TRUSTEES ANNUAL
REPORT 2023**

CastlePines Medical Foundation

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Trustees Annual Report 2023

For the period from 1st January 2023 to 31st December 2023

Charity name: Castlepines Medical Foundation
Charity registration number: 1187050
Charity address: 36 Pall Mall, St James's, London, SW1Y 5JN

Trustees:

All Trustees acted for the whole year:

David Grose, Chairman
Neil Carpenter, Secretary
Stanley Shepherd, Treasurer
Tafadzwa Mugwagwa
Ken Ralston

Chairman's Foreword

2022 had been our year of recovery post Covid during which we planned the restart of the charities activities.

Consequently 2023 was a new beginning and year of renewed learning in which we appointed a new CEO, burnished our governance, created a new strategic plan, visited Zambia and Zimbabwe, and laid the foundations for new projects.

We benefitted greatly from the continuation and extension of our interest free Launch Loan, which was then wholly converted into an unrestricted Launch Donation.

However, post-covid funding for charities has become ever harder to find despite the need being greater.

So there are many challenges ahead.

Nevertheless, our core objective to help those suffering from long term conditions in Africa remains undiluted.

On behalf of all the Trustees I would like to thank our CEO, Louise Normand, for her dedication and contribution on behalf of the charity and her instilling high standards of governance.

Introduction

CastlePines Medical Foundation (CMF) was set up in 2019 to address widespread medicine shortages for chronic non-communicable diseases (NCDs) in Africa. The charity was restarted in 2023 following two years of low activity, resulting directly from COVID-19 related risk aversion by UK banks and restrictions on international travel.

During a landscape reassessment trip to Zambia and Zimbabwe in March 2023, it became abundantly clear that the pandemic and recent cholera outbreaks diverted the already limited public health resources further from essential medicines and services for chronic diseases.

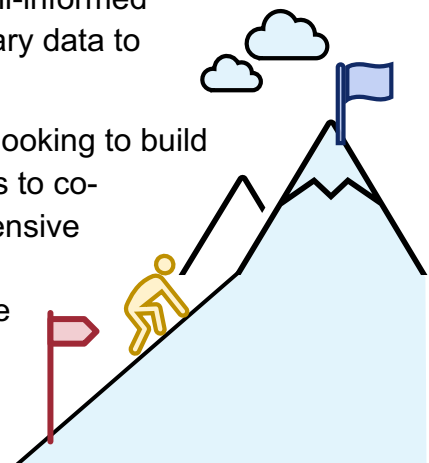
In Zimbabwe, our CEO saw first-hand the clinic shelves which had been empty of basic hypertension, diabetes and asthma medicines for months. We spoke with people on long-term prescriptions who were required to buy their own medicines, but due to high pharmacy prices often forego medicines in favour of food and other necessities. Many had stopped going to the clinics altogether and their conditions were left unmanaged, resulting in severe health complications. Since NCDs are most common among the working-age population, this has significant ripple effects on both the health and prosperity of the community.

Sadly, these stories are not isolated. Our team has received raw data which gives an indication of the scale of the shortages for Zimbabwe, and we have spoken with health ministers as far as Nigeria and Zambia who confirm similar situations in other parts of the continent. For medicines which can cost as little as \$1 per month it is unthinkable that so many people are suffering.

The urgency of the situation is growing. As a result of changing lifestyles and a growing, ageing population the number of people developing non-communicable diseases is increasing; and is doing so faster in Africa than anywhere else in the world.

History shows us what can be achieved when the international community bands together to address health challenges. By working together, we can reverse the trend of preventable deaths, disabilities, and economic struggles caused by NCDs. However, this transformation hinges on motivated and well-informed public health professionals who currently lack the necessary data to allocate resources effectively toward this issue.

CMF is the only charity in Zimbabwe which is specifically looking to build this necessary evidence base and work with local partners to co-develop long-term sustainable solutions. With a comprehensive understanding of the factors which contribute to medicine shortages and practical experience of addressing them we will show the world how important it is to invest in these overlooked conditions.



Our **vision** is for *everyone in Africa* to have access to quality, affordable health services and medicines for long-term chronic and non-communicable diseases.

Our **mission** is to *increase availability of medicines* in public facilities and *generate data* to advocate for greater investment in health services and medicines for people living with NCDs.

2023 Overview

Focus

During the January board meeting, Lou Normand proposed her plans for 2023. The board unanimously agreed with the approach, which encompassed the following elements:

1. **Re-evaluate Project Zambezi** last mile drug distribution plans for viability,
2. **Create an operational plan** for Project Zambezi based on the outcome of the re-evaluation, and conduct a small-scale proof-of-concept,
3. **Start applying for funding** for a pilot project,
4. **Establish governance framework** and address historic reporting inconsistencies,
5. **Create a strategic plan** for the charity: long-term objectives, short term impact and financing.

Activities

Q1: CastlePines Medical Foundation & Project Zambezi restart

At the first board meeting of the year, Ken Ralston was accepted by the board as a new Trustee for CMF, and Lou Normand presented her proposal to restart the charity's activities. The overdue 2021 CMF accounts and returns were also discussed and were submitted to the charity commission in February 2023.

Lou accepted the position of CEO in January, with a 01st March 2023 start date.

The first activity for the newly appointed CEO was to travel to Zambia and Zimbabwe from 16-29th March. The purpose of the trip was primarily to ascertain whether, in light of altered health priorities and the passage of time since Project Zambezi's inception, shortages of essential medicines remained a substantial and unaddressed concern in Southern Africa.

During the trip the CEO met with key stakeholders who confirmed that the medicine shortages had worsened after the COVID-19 pandemic, and that there were no organisations in Zimbabwe or Zambia which were specifically looking to address the medicine gap for non-communicable diseases. Lou was also provided with survey data which highlighted that, whilst infrequent (every 4 months), the delivery schedule for medicines to public sector facilities was generally reliable.

Q2: Landscape analysis for Project Zambezi

Informal interviews with Zimbabwean ministry officials, supply chain specialists, NGOs and health professionals in Zimbabwe indicated that NCD medicine shortages result from a range of supply chain challenges from source to facility. A lack of data to inform NCD resource allocation was highlighted as a key challenge by the Zimbabwean Ministry of Health.

A second trip to Zimbabwe took place in June and provided the CEO with the opportunity to meet with local and international organisations working on NCD projects, and to identify gaps in the NCD space.

As a result of the landscape analysis the Trustees agreed to refocus attention on addressing supply challenges rather than the distribution of medicines in Zimbabwe.

Q3: Castlepines Medical Foundation and Project Zambezi strategy

Having established a thorough understanding of the NCD challenges and priorities in Zimbabwe the CEO formulated a strategy which outlined the short and long-term intentions for Castlepines Medical Foundation, as well as a redefined vision, mission, expected outcomes and impact. In addition, the strategy document defined the evidence-based approach which would be used to achieve long-term sustainability. The Trustees agreed on the importance of alignment with ministry of health priorities and partner-led NCD projects in contributing to systems strengthening efforts.

Subsequently, the CEO drew up a Theory of Change for Project Zambezi which outlines how initial charitable activities align with the long-term charity plans. Project Zambezi was defined as an evidence-generation initiative based in Zimbabwe, the purpose of which is to find a sustainable way to boost the supply of NCD medicines available for dispensing at primary health facilities. The project is comprised of two components: a PhD research project and a small-scale pilot project. Project Zambezi will generate the hard data showing the scale and range of factors which contribute to medicine shortages, and give us practical experience of addressing them in a local context. The project supports the delivery of the World Health Organisation's Package of Essential NCD interventions (PEN) programme, which is listed alongside data gathering exercises as the greatest priority for the Zimbabwean Ministry of Health NCD department.

Q4: Castlepines Medical Foundation funding, Project Zambezi operational planning

The final quarter of the year was kicked off with an in-person Trustee board meeting in London in addition to the regular monthly video meetings. The meeting was used to discuss the longer-term strategy for Castlepines Medical Foundation, how the charity would be funded and how the historic launch loan would be repaid.

Regarding the latter; the Trustees agreed that the loan provided by our Chairman to launch the charity would be repaid with only surplus funds generated by the charity once it had a profitable project. There was no expectation that the repayment would begin immediately, the loan was not interest-bearing and had no fixed term.

Historic reporting inaccuracies and previous late submission of accounts and returns to the Charity Commission were addressed, and a plan has been implemented to ensure that deadlines are not missed in the future.

The CEO subsequently returned to Zimbabwe twice more at the end of 2023; both in November and December. The visits were used to meet individuals who would be

involved in the running of both the Project Zambezi PhD research project and pilot donations project. The highlight was a visit to the Rushinga district to visit Chimhanda District Hospital and one of the clinics which would be receiving donated hypertension and diabetes medicines through the Project Zambezi pilot.

Achievements

CastlePines Medical Foundation: Reformation and Structuring

- Onboarded Lou Normand as CEO, and Ken Ralston as a new Trustee.
- Strategy for fundraising, external communications and long-term vision created and implemented according to our Theory of Change.
- Addressed past charity commission reporting inaccuracies and brought accounts, returns and Trustees Annual Reports up-to-date.
- Established governance framework with trustees assigned roles according to workstreams.
- Enacted policies for Conflicts of Interest, Harassment, Risk Management, Safeguarding and Whistleblowing.
- Established National Council of Voluntary Organisations (NCVO) membership.
- Revised our Constitution.
- Secured pro bono support from Vistra, Cranfield Trust & fundraisers.
- Built a trusted reputation in Zimbabwe.
- Launch loan converted to unrestricted launch donation (early 2024), clearing CastlePines Medical Foundation of its debts.

Project Zambezi: Restart, Refocus and Refining

- Conducted 5 fact finding, relationship building, and project planning trips to Zimbabwe.
- Established positive relationships with the WHO Zimbabwe office, Harare Institute of Public Health (HIPH), Zimbabwean Ministry of Health and Child Care (MoHCC), Clinton Health Access Initiative (CHAI), Celebration Health, Médecins Sans Frontières (MSF), SolidarMed, USAID, Chemonics, Zimbabwean Association of Church Hospitals (ZACH), KidzCan, the Biomedical Research and Training Institute, and multiple local consultants.
- Conducted a field trip to health facilities to meet our future beneficiaries and collaborators in the Rushinga district, Zimbabwe.
- Initiated preparation work for the PhD element of Project Zambezi.
- Established a bilateral partnership agreement with the Harare Institute of Public Health.
- Established an agreement in principle from a medicine donor to supply NCD medicines to the Rushinga district for a minimum of 3 years.
- Initiated work with a team of local developers to create a prototype medicine and impact tracking application for Project Zambezi.

Challenges

Through the course of the year, challenges were actively identified and addressed or mitigated. External challenges will be familiar to all similar not-for-profit organisations; the greatest of which has been the incredibly competitive fundraising environment in the UK. The major challenges of the past 12 months are outlined below, along with the mitigating actions we have taken and how we see these challenges changing in 2024.

Challenge		Description	Mitigations	Future Changes
External	Fundraising environment	There is a shrinking number of Trusts and Foundations in the UK which support charities with an international focus.	Our fundraising strategy has been adapted to the current challenges. We created a Theory of Change to show how our work will achieve positive outcomes. Our strategy is designed to lead us to a sustainable funding model.	Once our projects are running we will be able to measure and report our progress against our goals. We believe this will stand us in better stead moving forward.
	Pause in CMF operations and changing health priorities post-pandemic	The COVID-19 pandemic changed the way in which health conditions have been prioritised and funded in Zimbabwe, which had a previously unknown impact on the viability of Project Zambezi original plans.	A landscape analysis was conducted in Zimbabwe in March & June 2023. It was concluded that there is an even greater need for NCD medicines in Zimbabwe and nearby countries post-pandemic, but issues lie more with medicine supply than distribution. Project Zambezi plans were amended to reflect this.	CMF communicates directly with the Zimbabwean Ministry of Health and other NCD partners to understand changes in funds available for NCDs and where the greatest needs will lie in the future.
Internal	CMF funding structure	Historic funding has always been from a single source and was provided in the form of a loan.	Our fundraising strategy is to establish income streams from a variety of sources. The lender for our 'launch loan' has generously offered to convert the loan to an unrestricted launch donation in 2024.	We will avoid taking on debt and have a plan to work towards a sustainable funding model which is less dependent on financial donations.
	CMF historic reporting inaccuracies	A few reporting inaccuracies were identified on the 2021 accounts,	Accounts for both 2020 and 2021 were amended and (re)submitted to the charities commission. The 2022	A plan has been established with the Trustees to ensure future deadlines are

	and the 2020 accounts were not submitted on time due to a misunderstanding of reporting needs.	accounts were submitted on time. The CMF team are working with a volunteer accountant to prepare the 2023 accounts for submission in Q2 2024.	well communicated and the reporting rules are followed. Accurate Annual accounts, Annual reports and Trustees Annual Reports have been submitted for 2020, 2021 and 2022.
CMF governance structure	There was not a formal governance structure for CMF at the start of 2023, and no clear way to hold the CEO accountable.	The CEO established workstreams for charity management. Trustees were appointed as leads for each workstream and now hold the CEO accountable for deliverables. Monthly board meetings are minuted and well attended. All Trustees have read the Charity Commission Essential Trustee Guidelines.	At future Annual General Meetings a review of the governance structure will take place. Improvements will be made following recommendations to suit the needs of the charity.
Employee based in the UK	Our CEO and sole employee is based in the UK and not immediately available to drive progress on the ground in Zimbabwe.	Our Launch Loan donor in 2023 generously sponsored 4 separate visits to Zimbabwe for our CEO. During the visits the CEO built trust and rapport with local partners and key contacts. By communicating often via meeting and messaging platforms the CEO has been able to maintain these relationships to ensure momentum in project setup is maintained.	Local researchers and coordinators in Zimbabwe have been identified to run Project Zambezi in collaboration with our partner organisations when the initiative is ready to launch. The CEO has designed robust monitoring and evaluation processes to ensure she will be able to maintain oversight over the projects from abroad.

Impact

2023 was a year of restart and preparation for our upcoming charitable activities. As such we did not intend to measure a tangible impact for our beneficiaries. We intend to initiate Project Zambezi in 2024 and will be reporting on progress throughout the year.

Financial Overview

The accounts show a total income of £0 against an expenditure of £40,612.66. During this period, charitable expenditure was funded exclusively through an extension of the unrestricted 'launch loan' which had been provided to the charity on highly preferable terms by the charity's founder and chairman.

Following a revitalisation of charity and project strategy, fundraising activities commenced in September 2023 with a focus on unrestricted grants and individual donor support. At the end of 2023, progress had been made on identifying suitable individuals and donors to support future charitable activities, although the efforts had not been reflected in income from any source.

Full details of income and expenditure are outlined at the end of this report in our financial statements (Appendix 1) and accounts (Appendix 2).

Income

Between 01st January and 31st December 2023 the charity did not receive income from any source.

Expenditure

During 2023 the Charity's expenses totalled £40,612.66.

The principal expense was the salary of the CEO, totalling £30,295.19 (net), plus employer pension contributions of £2,825.13.

The CEO conducted three visits to Zimbabwe during the year. Travel and accommodation expenses for all three trips totalled £4,166.37.

Other expenditure included paying for legal advice, website upgrades and refreshments at meetings.

Due to significant delays in receiving the PAYE reference number from the contracted payroll service provider beyond the control of the charity, tax and NIC contributions could not be paid to HMRC for the year ending 31st December 2023.

A repayment plan for the sum of £25,227.52 was completed as agreed with HMRC.

Loans and debts

At the start of 2023 the Launch Loan stood at £72,116.94.

A further £40,726.25 was loaned to the charity in line with the existing loan agreement. This was used to pay for 2023 launch activity expenses.

At the end of 2023 the Launch Loan stood at £112,708.19.

Note to the 2023 Trustees Annual Report from February 2024

On 1st February 2024 the donor of the Launch Loan offered to convert the Launch Loan in its entirety to an unrestricted Launch Donation, so leaving the Charity debt free. This was reported to the Trustees at an Emergency Board Meeting on 5th February 2024.

Governance and Management

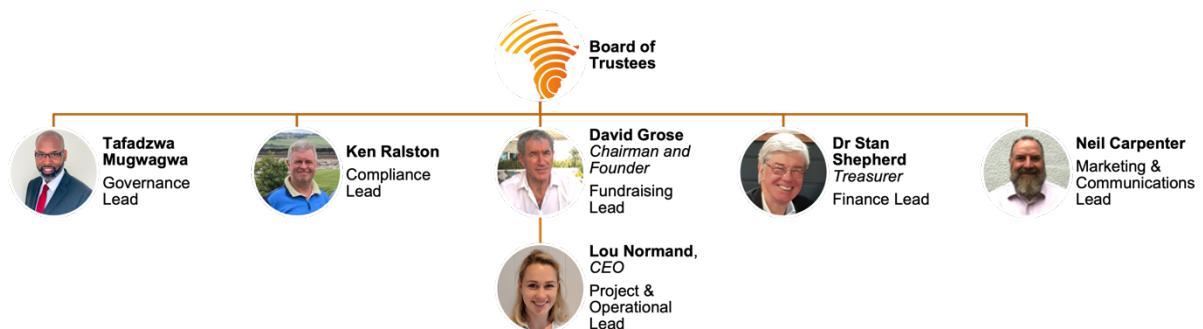
In 2023 CastlePines Medical Foundation underwent several changes to the way in which it was governed. The changes were designed to improve communication, compliance, visibility, and accountability within the Trustee team, and to identify and mitigate risks and conflicts of interest. There were no changes to the structure of the Trustee board, which is comprised of 5 members including an appointed Chair, Treasurer and Secretary. One new member of staff was appointed (CEO Lou Normand) and no volunteers joined the team.

Strategy: One of the first assignments undertaken by the new CEO was to revise the charity and project strategy based on findings from a landscape analysis in Zimbabwe, as well as bringing the charity reporting up-to-date with charity commission requirements.

Board meetings: There were 12 board meetings in 2023, of which 75% were quorate. Due to the need to vote on the changes to strategic direction and implement revised governance documents the board meeting frequency was increased to occur monthly. Board meeting minute taking was formalised, with the Secretary delegating to the Treasurer when unable to attend the meeting. At each meeting any new or changed conflicts of interest are now flagged by the Trustee team and are included in the meeting minutes.

Workstreams: To improve accountability within the Trustee team and to streamline board meetings, Trustees were appointed lead roles for ‘workstreams’ within the charity governance framework. The workstreams and associated leads are: governance (Tafadzwa Mugwagwa), compliance (Ken Ralston), fundraising (David Grose), finance (Dr Stan Shepherd), and marketing and communications (Neil Carpenter). The leads are accountable for the deliverables in their respective workstreams, though the responsibility for managing the deliverables was mostly delegated to the CEO. Workstream sub-committees were established in early 2024.

The changes have been reflected on our organogram:



Constitution: Updates to the constitution were voted on and approved at the board meeting on 29th June 2023. The updates to our charitable objects were to remove references to the State and to broaden our remit beyond the provision of medicines. Changes were formally recognised by the Charity Commission in January 2024.

Policies: Over the course of the year the CEO and Trustees formalised and enacted policies for Conflicts of Interest, Harassment, Risk Management, Safeguarding and Whistleblowing. The Employee Handbook was also revised and implemented in June 2023.

Future Plans

In 2024 we intend to launch both aspects of Project Zambezi, strengthen financial resilience, and to expand our team so that we can increase the reach of our life-saving work.

However, these plans are highly influenced by the availability of funds, and as such the year will be begin with a concerted effort to generate financial support.

Recognition and Thanks

The enormous progress we have made with charity formalisation, strategy and project setup would not have been possible without the freely given advice and support from a number of incredibly generous individuals, experts and organisations.

All of us here at CastlePines Medical Foundation are grateful to our collaborators for helping us to reform into a responsible, organised charity with clarity of purpose and a very exciting first project. Those who deserve a particular thanks are as follows:

David Grose, for your incredibly generous financial support and ongoing commitment to CastlePines Medical Foundation.

Kate and Marc Garnett for facilitating our CEO's visits to Zimbabwe through accommodation, food, transport, introductions, and many hours of advice.

Marius, Harvey, Anisa and Julius at Vistra for your help with our accounts and offer of administrative support.

Our partners at the Harare Institute of Public Health, World Health Organisation Zimbabwe office, Zimbabwean Ministry of Health and Child Care, Dr Musekiwa, Paul and the Olive development team for believing in our mission and helping us to refine our plans for Project Zambezi.

Another wave of thank yous to the following who have kindly provided their expert guidance in multiple forms over the last year:

- Wilson Chandomba
- Sanjay Saha
- Lloyd Matowe
- Pasi Sirewu
- Ben Cattermoul
- Andrijana Nikolova
- Amanda Manchia
- Venus Mushininga
- Chido, Rumbie and Justin from the BRTI team
- Harri and the Harry's HAT team
- Stephen and the team from Cranfield Trust
- Celebration Health
- SolidarMed Zimbabwe

- Gladys Mapanda
- David Heymann
- Richard Laing
- Mark Perkins
- Clinton Health Access Initiative Zimbabwe
- Crown Agents Zimbabwe
- Médecins Sans Frontières Zimbabwe

There are plenty more individuals with whom we have had conversations which helped to shape our strategy. We are very appreciative for your time and assistance.

Appendix 1: Financial Summary

A summary of the Launch Loan and expenses for 2023 is set out in the table below.

All in £	Loan	Expenses
Launch Loan Funds received in 2023	40,681.25	
Expenses		
Salary		(30,295.19)
Travel and accommodation		(4,166.37)
Refreshment		(492.45)
Allianz Health Insurance		(1,983.52)
NEST Pension		(2,825.13)
Iris Payroll services		(456.00)
Legal advice:Consultancy Fee		(144.00)
Website		(250.00)
Total expenses		(40,612.66)
Bank balance 28 Dec 23	68.59	
Income Tax and NIC		(25,227.52)
Launch Loan balance		
At end 2022	72,116.94	
At end 2023	112,708.19	

The Charity's cash flow was managed as follows: as upcoming expenses were identified, and before they became due, the donor paid into the Charity's bank account the necessary funds to meet those expenses.

Note that On 1st February 2024 the donor of the Launch Loan converted the Launch Loan in its entirety to an unrestricted Launch Donation, so leaving the Charity debt free.

Appendix 2: Annual Accounts

Date	Transaction Payee	Note	Loan	Expense
Loan				
CastlePines Corporation Australia				
17 Mar 2023	CastlePines Corporation Australia		£7,000.00	
4 May 2023	CastlePines Corporation Australia		£883.31	
29 May 2023	CastlePines Corporation Australia		£10,000.00	
18 Jul 2023	CastlePines Corporation Australia		£13,050.00	
16 Oct 2023	CastlePines Corporation Australia		£492.45	
30 Oct 2023	CastlePines Corporation Australia		£1,126.90	
8 Dec 2023	CastlePines Corporation Australia		£4,383.59	
17 Dec 2023	CastlePines Corporation Australia		£3,745.00	
CastlePines Corporation Australia Total			£40,681.25	
Expenses				
Salary				
31 Mar 2023	CEO	Mar-23		(£3,000.00)
30 Apr 2023	CEO	Apr-23		(£1,400.00)
3 May 2023	CEO	Apr-23		(£790.00)
30 May 2023	CEO	May 23 adjusted for Mar, Apr 23		(£2,795.16)
1 Jul 2023	CEO	Jun-23		(£3,311.75)
29 Jul 2023	CEO	Jul-23		(£2,908.38)
29 Aug 2023	CEO	Aug-23		(£3,217.98)
28 Sep 2023	CEO	Sep-23		(£3,217.98)
30 Oct 2023	CEO	Oct-23		(£3,217.98)
8 Dec 2023	CEO	Nov-23		(£3,217.98)
27 Dec 2023	CEO	Dec-23		(£3,217.98)
Salary Total				(£30,295.19)
Employee Pension				
6 Jun 2023	NEST	Apr-23		(£256.83)
19 Jun 2023	NEST	May-23		(£256.83)
16 Jul 2023	NEST	Jun-23		(£256.83)
3 Aug 2023	NEST	Jul-23		(£1,027.32)
6 Sep 2023	NEST	Aug-23		(£256.83)
2 Oct 2023	NEST	Sep-23		(£256.83)
6 Nov 2023	NEST	Oct-23		(£256.83)
20 Dec 2023	NEST	Nov-23		(£256.83)
Employee Pension Total				(£2,825.13)
Employee Health Insurance				
30 Apr 2023	Allianz	May-23		(£201.60)
3 May 2023	Allianz	Mar, Apr 23		(£370.72)
21 Jun 2023	Allianz	Jun-23		(£201.60)
23 Jul 2023	Allianz	Jul-23		(£201.60)
17 Aug 2023	Allianz	Aug-23		(£201.60)
17 Sep 2023	Allianz	Sep-23		(£201.60)
17 Oct 2023	Allianz	Oct-23		(£201.60)
17 Nov 2023	Allianz	Nov-23		(£201.60)
18 Dec 2023	Allianz	Dec-23		(£201.60)
Employee Health Insurance Total				(£1,983.52)
Employee Travel, Accommodation and Subsistence				
19 Mar 2023	CEO	Test transfer		(£10.00)
20 Mar 2023	CEO	Zimbabwe Zambia expenses		(£1,878.65)
5 Jun 2023	CEO	Zimbabwe expenses		(£739.67)
3 Jul 2023	CEO	Zimbabwe visit Jun 23		(£395.00)
28 Aug 2023	CEO	Meet Dr Zamba x 2		(£46.44)
8 Dec 2023	CEO	Nov-23		(£1,096.61)
Employee Travel, Accommodation and Subsistence Total				(£4,166.37)
Payroll services				
10 Apr 2023	IRIS Software Limited	Apr-23		(£42.00)
21 Jun 2023	IRIS Software Limited	Jun-23		(£69.00)
27 Jul 2023	IRIS Software Limited	Jul-23		(£69.00)
28 Aug 2023	IRIS Software Limited	Aug-23		(£69.00)
24 Sep 2023	IRIS Software Limited			(£69.00)
22 Oct 2023	IRIS Software Limited	Oct-23		(£69.00)
8 Dec 2023	IRIS Software Limited			(£69.00)
Payroll services Total				(£456.00)
Trustee Dinner				
20 Oct 2023	Army and Navy Club General Account	Invoice No. 52884-29106		(£411.92)
20 Oct 2023	Army and Navy Club General Account	Invoice No. 52884-29106		(£80.53)
Trustee Dinner Total				(£492.45)
Website				
14 Jun 2023	Nick Kenyon			(£250.00)
Website Total				(£250.00)
Legal advice				
10 Apr 2023	Interface Legal Advisory			(£144.00)
Legal advice Total				(£144.00)
Expenses Grand Total				(£40,612.66)
Bank balance 28 Dec 23				
		68.59		
Income Tax and NIC due				
			(25,227.52)	
Due to significant delays in receiving the PAYE reference number from the contracted payroll service provider beyond the control of the Charity, tax and NIC contributions could not be paid to HMRC for the year ending 31 st December 2023. A repayment plan for the sum of £25,227.52 was completed in 2024 as agreed with HMRC.				
Launch Loan balance				
At end 2022		72,116.94		
At end 2023		112,708.19		
The Launch Loan is interest free with no fixed term				
Repayment is due at times and in amounts determined by the trustees				

Note

On 1st February 2024 the donor of the Launch Loan converted the Launch Loan in its entirety to an unrestricted Launch Donation, so leaving the Charity debt free.

Date	Transaction Payee
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Loan

Castlepines Corporation Australia

17 Mar 2023	Castlepines Corporation Australia
4 May 2023	Castlepines Corporation Australia
29 May 2023	Castlepines Corporation Australia
18 Jul 2023	Castlepines Corporation Australia
16 Oct 2023	Castlepines Corporation Australia
30 Oct 2023	Castlepines Corporation Australia
8 Dec 2023	Castlepines Corporation Australia
17 Dec 2023	Castlepines Corporation Australia

Castlepines Corporation Australia Total

Expenses

Salary

31 Mar 2023	CEO
30 Apr 2023	CEO
3 May 2023	CEO
30 May 2023	CEO
1 Jul 2023	CEO
29 Jul 2023	CEO
29 Aug 2023	CEO
28 Sep 2023	CEO
30 Oct 2023	CEO
8 Dec 2023	CEO
27 Dec 2023	CEO

Salary Total

Employee Pension

6 Jun 2023	NEST
19 Jun 2023	NEST
16 Jul 2023	NEST
3 Aug 2023	NEST
6 Sep 2023	NEST
2 Oct 2023	NEST
6 Nov 2023	NEST
20 Dec 2023	NEST

Employee Pension Total

Employee Health Insurance

30 Apr 2023	Allianz
3 May 2023	Allianz

21 Jun 2023	Allianz
23 Jul 2023	Allianz
17 Aug 2023	Allianz
17 Sep 2023	Allianz
17 Oct 2023	Allianz
17 Nov 2023	Allianz
18 Dec 2023	Allianz

Employee Health Insurance Total

Employee Travel, Accommodation and Subsistence

19 Mar 2023	CEO
20 Mar 2023	CEO
5 Jun 2023	CEO
3 Jul 2023	CEO
28 Aug 2023	CEO
8 Dec 2023	CEO

Employee Travel, Accommodation and Subsistence Total

Payroll services

10 Apr 2023	IRIS Software Limited
21 Jun 2023	IRIS Software Limited
27 Jul 2023	IRIS Software Limited
28 Aug 2023	IRIS Software Limited
24 Sep 2023	IRIS Software Limited
22 Oct 2023	IRIS Software Limited
8 Dec 2023	IRIS Software Limited

Payroll services Total

Trustee Dinner

20 Oct 2023	Army and Navy Club General Account
20 Oct 2023	Army and Navy Club General Account

Trustee Dinner Total

Website

14 Jun 2023	Nick Kenyon
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Website Total

Legal advice

10 Apr 2023	Interface Legal Advisory
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Legal advice Total

Expenses Grand Total

Bank balance 28 Dec 23	68.59
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Income Tax and NIC due

Due to significant delays in receiving the PAYE reference number from payroll service provider beyond the control of the Charity, tax and NIC could not be paid to HMRC for the year ending 31st December 2023. A repayment plan for the sum of £25,227.52 was completed in 2023.

Launch Loan balance

At end 2022	72,116.94
At end 2023	112,708.19

The Launch Loan is interest free with no fixed term

Repayment is due at times and in amounts determined by the trustee

NOTES

On 1st February 2024 the donor of the Launch Loan converted the loan in its entirety to an unrestricted Launch Donation, so leaving the Charity Trustees do not claim travel or other expenses

Note	Loan	Expense
	£7,000.00	
	£883.31	
	£10,000.00	
	£13,050.00	
	£492.45	
	£1,126.90	
	£4,383.59	
	£3,745.00	
	<u>£40,681.25</u>	

Mar-23	(£3,000.00)
Apr-23	(£1,400.00)
Apr-23	(£790.00)
May 23 adjusted for Mar, Apr 23	(£2,795.16)
Jun-23	(£3,311.75)
Jul-23	(£2,908.38)
Aug-23	(£3,217.98)
Sep-23	(£3,217.98)
Oct-23	(£3,217.98)
Nov-23	(£3,217.98)
Dec-23	(£3,217.98)
	<u>(£30,295.19)</u>

Apr-23	(£256.83)
May-23	(£256.83)
Jun-23	(£256.83)
Jul-23	(£1,027.32)
Aug-23	(£256.83)
Sep-23	(£256.83)
Oct-23	(£256.83)
Nov-23	(£256.83)
	<u>(£2,825.13)</u>

May-23	(£201.60)
Mar, Apr 23	(£370.72)

Jun-23	(£201.60)
Jul-23	(£201.60)
Aug-23	(£201.60)
Sep-23	(£201.60)
Oct-23	(£201.60)
Nov-23	(£201.60)
Dec-23	(£201.60)
	<hr/>
	(£1,983.52)

Test transfer	(£10.00)
Zimbabwe Zambia expenses	(£1,878.65)
Zimbabwe expenses	(£739.67)
Zimbabwe visit Jun 23	(£395.00)
Meet Dr Zamba x 2	(£46.44)
Nov-23	(£1,096.61)
	<hr/>
	(£4,166.37)

Apr-23	(£42.00)
Jun-23	(£69.00)
Jul-23	(£69.00)
Aug-23	(£69.00)
	(£69.00)
Oct-23	(£69.00)
	(£69.00)
	<hr/>
	(£456.00)

Invoice No. 52884-29106	(£411.92)
Invoice No. 52884-29106	(£80.53)
	<hr/>
	(£492.45)

	(£250.00)
	<hr/>
	(£250.00)

	(£144.00)
	<hr/>
	(£144.00)

	<hr/>
	(£40,612.66)

--

-25,227.52

om the contracted
NIC contributions

3.

4 as agreed with HMRC.

tees

Launch Loan

Priority debt free.

Date	Chk #	Transaction Payee (Income)
Castlepines Medical Foundation:Expenses (Begin)		
19 Mar 2023		Louise Elizabeth Normand
20 Mar 2023		Louise Elizabeth Normand
5 Jun 2023		Louise Elizabeth Normand
3 Jul 2023		Louise Elizabeth Normand
Castlepines Medical Foundation:Expenses Total		
Castlepines Medical Foundation:Expenses:Travel (Begin)		
28 Aug 2023		Louise Elizabeth Normand
8 Dec 2023		Louise Elizabeth Normand
Castlepines Medical Foundation:Expenses:Travel Total		
Castlepines Medical Foundation:Pension (Begin)		
6 Jun 2023		NEST
19 Jun 2023		NEST
16 Jul 2023		NEST
3 Aug 2023		NEST
6 Sep 2023		NEST
2 Oct 2023		NEST
6 Nov 2023		NEST
20 Dec 2023		NEST
Castlepines Medical Foundation:Pension Total		
Castlepines Medical Foundation:Salary (Begin)		
31 Mar 2023		Louise Elizabeth Normand
30 Apr 2023		Louise Elizabeth Normand
3 May 2023		Louise Elizabeth Normand
30 May 2023		Louise Elizabeth Normand
1 Jul 2023		Louise Elizabeth Normand
29 Jul 2023		Louise Elizabeth Normand
29 Aug 2023		Louise Elizabeth Normand
28 Sep 2023		Louise Elizabeth Normand
30 Oct 2023		Louise Elizabeth Normand
8 Dec 2023		Louise Elizabeth Normand
27 Dec 2023		Louise Elizabeth Normand
Castlepines Medical Foundation:Salary Total		
CMF:Expenses:Dinner (Begin)		
20 Oct 2023		Army and Navy Club General Account
CMF:Expenses:Dinner Total		
CMF:VAT (Begin)		
20 Oct 2023		Army and Navy Club General Account
CMF:VAT Total		
Health Insurance (Begin)		
30 Apr 2023		Allianz
3 May 2023		Allianz
21 Jun 2023		Allianz

Note

Memo

Test transfer
Zimbabwe Zambia expenses
Zimbabwe expenses
Zimbabwe visit Jun 23

Winchester Expenses x 2 to meet Dr Zamba

Nov-23

Apr-23

May-23

Jun-23

Jul-23

Aug-23

Sep-23

Oct-23

Nov-23

Mar-23

Apr-23

Apr-23

May 23 adjusted for Mar, Apr 23

Jun-23

Jul-23

Aug-23

Sep-23

Oct-23

Nov-23

Dec-23

Invoice No. 52884-29106

Invoice No. 52884-29106

May-23

Mar, Apr 23

Jun-23

Jul-23
Aug-23
Sep-23
Oct-23
Nov-23
Dec-23

Castlepines

Apr-23
Jun-23
Jul-23
Aug-23

Oct-23

2.111.35

1925.35
323.75
46.34
7251.18
6254.68
6004.68
5477.25
2165.5
1770.5
14362.07
10357.37
6822.35
6363.92

3076.94

2820.11

2618.51

458.43

201.6

0

0

3286.57

Category	Account	Amount
Castlepines Medical Foundation:Expenses	CMF £ Wise	(£10.00)
Castlepines Medical Foundation:Expenses	CMF £ Wise	(£1,878.65)
Castlepines Medical Foundation:Expenses	CMF £ Wise	(£739.67)
Castlepines Medical Foundation:Expenses	CMF £ Wise	(£395.00)
		(£3,023.32)
Castlepines Medical Foundation:Expenses:Travel	CMF £ Wise	(£46.44)
Castlepines Medical Foundation:Expenses:Travel	CMF £ Wise	(£1,096.61)
		(£1,143.05)
Castlepines Medical Foundation:Pension	CMF £ Wise	(£256.83)
Castlepines Medical Foundation:Pension	CMF £ Wise	(£256.83)
Castlepines Medical Foundation:Pension	CMF £ Wise	(£256.83)
Castlepines Medical Foundation:Pension	CMF £ Wise	(£1,027.32)
Castlepines Medical Foundation:Pension	CMF £ Wise	(£256.83)
Castlepines Medical Foundation:Pension	CMF £ Wise	(£256.83)
Castlepines Medical Foundation:Pension	CMF £ Wise	(£256.83)
Castlepines Medical Foundation:Pension	CMF £ Wise	(£256.83)
		(£2,825.13)
Castlepines Medical Foundation:Salary	CMF £ Wise	(£3,000.00)
Castlepines Medical Foundation:Salary	CMF £ Wise	(£1,400.00)
Castlepines Medical Foundation:Salary	CMF £ Wise	(£790.00)
Castlepines Medical Foundation:Salary	CMF £ Wise	(£2,795.16)
Castlepines Medical Foundation:Salary	CMF £ Wise	(£3,311.75)
Castlepines Medical Foundation:Salary	CMF £ Wise	(£2,908.38)
Castlepines Medical Foundation:Salary	CMF £ Wise	(£3,217.98)
Castlepines Medical Foundation:Salary	CMF £ Wise	(£3,217.98)
Castlepines Medical Foundation:Salary	CMF £ Wise	(£3,217.98)
Castlepines Medical Foundation:Salary	CMF £ Wise	(£3,217.98)
Castlepines Medical Foundation:Salary	CMF £ Wise	(£3,217.98)
		(£30,295.19)
CMF:Expenses:Dinner	CMF £ Wise	(£411.92)
		(£411.92)
CMF:VAT	CMF £ Wise	(£80.53)
		(£80.53)
Health Insurance	CMF £ Wise	(£201.60)
Health Insurance	CMF £ Wise	(£370.72)
Health Insurance	CMF £ Wise	(£201.60)

Reconciled with online statement	CMF £ Wise	£0.00
Reconciled with online statement	CMF £ Wise	£0.00
Reconciled with online statement	CMF £ Wise	£0.00
Reconciled with online statement	CMF £ Wise	£0.00
Reconciled with online statement	CMF £ Wise	£0.00
Reconciled with online statement	CMF £ Wise	£0.00
Reconciled with online statement	CMF £ Wise	£0.00
Reconciled with online statement	CMF £ Wise	£0.00

Website	CMF £ Wise	(£250.00)
		(£250.00)

CASTLEPINES MEDICAL FOUNDATION

England & Wales - Charity number 1187050

Accounts



Trustees' Annual Report for the period

From 1st January 2022 To 31st December 2022

Charity name: Castlepines Medical Foundation

Charity registration number: 1187050

Charity address: 36 Pall Mall, St James's, London, SW1Y 5JN

Trustees:

All Trustees acted for the whole year other than as specified below

David Grose, Chairman

Neil Carpenter, Secretary

Stanley Shepherd, Treasurer

Ian Jacobson (resigned 11 Nov 2022)

Tafadzwa Mugwagwa

Ken Ralston (appointed 1 Dec 2022)

Structure and management

The charity is constituted as a Charitable Incorporated Organization whose only voting members are its trustees.

The charity is managed by the Board of trustees under the chairmanship of David Grose. The Board held 10 meetings during the year.

Trustees have been identified through known contacts of current trustees and recruited and appointed by the Board.

The potential trustee is introduced to the existing Board of Trustees and is interviewed by the Chairman and at least one other trustee. Following a successful interview, the applicant will be discussed by the Board to ensure the individual provides a complementary set of skills, knowledge and experience, and has the commitment required to be an actively contributing Board member. Trustees are appointed to the Board based on the skills, knowledge and experience that they bring to the Charity to complement those of the other trustees.

The Board will vote to determine whether the applicant should be invited to become a trustee and, if a quorum (min. 4 votes) is reached with positive votes, the applicant is formally invited to become a trustee. On appointment, the new trustee will receive a copy of the current signed Constitution as well as access to all historic trustees Annual Reports and statements.

Objectives

The advancement of health and relief of suffering, principally from non-communicable diseases and long-term chronic illnesses such as high blood pressure, hypertension, cardiovascular, coronary heart disease and diabetes to countries in Africa, through providing medicines to hospitals and health centres where there is no adequate provision of these health services to vulnerable children and adults by the State.

Activities

Following the visits by trustees to Zimbabwe in 2019 and 2020, the Charity planned to focus on identifying key areas where it can impact the supply and delivery of medicines for non-communicable diseases and long-term chronic, especially the problem of 'the 'last mile' in rural areas, that is the delivery of medicines to the nearest healthcare facility to patients who need the medicines.

Achievements and Performance

The charity had no option but to pause its work during the Covid epidemic and its aftermath. The trustees met on 10 occasions during 2022 to plan the restart of the charity's activities.

Efforts by the trustees to open a bank account for the charity continued despite the reluctance by almost all UK High Street banks to open new accounts for charities during the Covid epidemic and its aftermath. The trustees persistence was rewarded when a bank account was finally approved and opened in September 2022.

Ian Jacobson resigned as a trustee in November 2022 as a consequence of pressure of work from his regular activities.

The Board was fortunate to offer the position as a trustee to Ken Ralston on 1 Dec 2022. Ken Ralston brings a wealth of experience in pharmaceutical supply in Zimbabwe, Zambia and South Africa.

A key decision by the trustees was to recruit a full-time CEO for the charity, following the resignation of the previous CEO in 2021.

In November 2022 Louise Normand was identified as a potential CEO. During November and December 2022 Louise Normand met in person with David Grose, Stanley Shepherd and Ken Ralston. Louise Normand worked diligently and analytically on the charity's existing historic material and held extensive discussions with trustees on where the charity was currently and how we might go forward from here.

Louise Normand was subsequently appointed as CEO in early 2023.

We confirm that the trustees have had regard to the guidance issued by the Charity Commission on public benefit.

Financial review

During 2022 the charity did not engage in any fundraising during 2022, received no funds and incurred no expenses.

At the end of 2022 the charity had no funds and no reserves.

The charity has a Loan from David Grose provided in 2021 of £72,116.94 which is interest free, has no fixed term, and is repayable by the charity at times and in amounts determined by the charity.

Since David Grose is a related party, a trustee, the Board recognised the need to ensure any conflict of interest was properly managed.

The trustees have not identified any conflict of interest in accepting the loan:

- neither financial conflicts - e.g. a trustee, or person or organisation connected to them, could get money or something else of value from a trustee decision.
- nor loyalty conflicts - e.g. a trustee might not be able to make decisions that are best for the charity, if the charity's decision involves a person or organisation linked to a trustee.

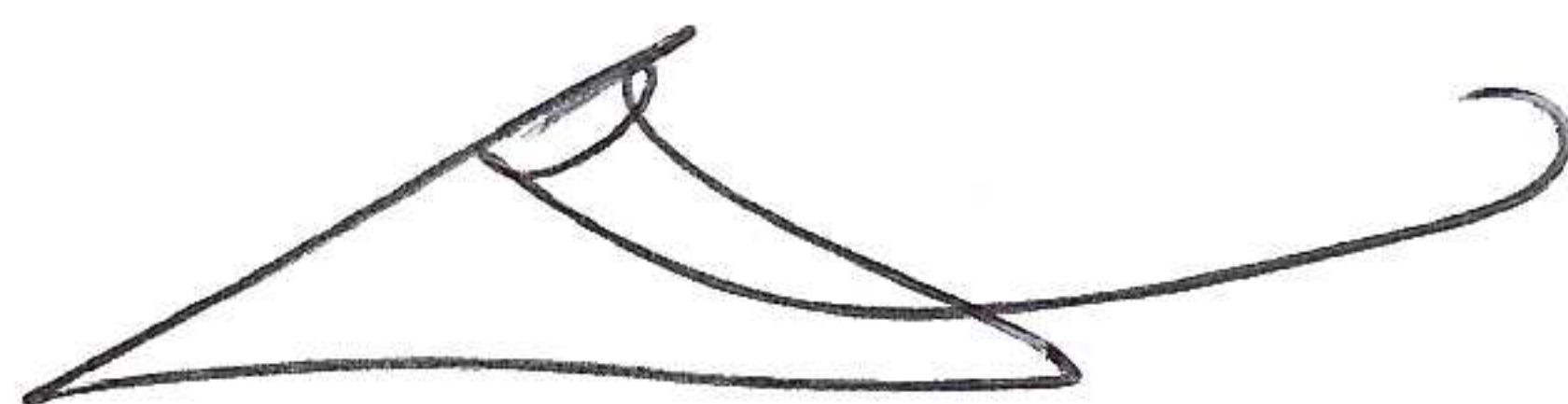
No funds were held as a custodian trustee.

Declarations

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

Signed on behalf of the charity's trustees

Signature



Full name **David Grose**
 Chairman

Date **26th October 2023**

Castlepines Med

Income and Expenditure 1st Janu

Income	£/GBP
Net Sales	Nil
Charitable Activities	
Grants received	Nil
Public Body Grants	Nil
Donations & Legacies	
Donations - Companies	Nil
Donations - Individuals	Nil
Legacies	Nil
Total	Nil

Outstanding loan £72,116.94

NOTES

Outstanding loan is interest free with no fixed term
Repayment is due at times and in amounts determinir
Trustees do not claim travel or other expenses

ical Foundation

ary 2022 to 31st December 2022

Expenditure	£/GBP
Cost of Sales	Nil
Charity Administration	Nil
Web design and admin	Nil
Trustees meetings	Nil
Staff costs (UK)	Nil
MISCELLANEOUS COSTS and consumables	Nil
Total expenditure	Nil
Closing bank balance	Nil

ned by the trustees

CASTLEPINES MEDICAL FOUNDATION

England & Wales - Charity number 1187050

Accounts

Trustees' Annual Report for the period

From 1st January 2021 to 31st December 2021

Charity name: Castlepinnes Medical Foundation

Charity registration number: 1187050

Charity address: Level 4, 97 Jermyn Street, St James's, SW1Y 6JE

Trustees

All Trustees acted for the whole year other than as specified below

David Grose, Chairman

Neil Carpenter, Secretary

Stanley Shepherd, Treasurer

Ngozi Erundu (resigned 25 May 2021)

Ian Jacobson

David Heymann (resigned 29 Sep 2021)

Tafadzwa Mugwagwa

Structure and management

The charity is constituted as a Charitable Incorporated Organization whose only voting members are its trustees.

The charity is managed by the Board of trustees under the chairmanship of David Grose. The Board held 3 Board Meetings and an Annual General Meeting during the year.

Trustees have been identified through known contacts of current trustees and recruited and appointed by the Board.

The potential trustee is introduced to the existing Board of Trustees and is interviewed by the Chairman and at least one other trustee. Following a successful interview, the applicant will be discussed by the Board to ensure the individual provides a complementary set of skills, knowledge and experience, and has the commitment required to be an actively contributing Board member. Trustees are appointed to the Board based on the skills, knowledge and experience that they bring to the Charity to complement those of the other trustees.

The Board will vote to determine whether the applicant should be invited to become a trustee and, if a quorum (minimum 4 votes) is reached with positive votes, the applicant is formally invited to become a trustee. On appointment, the new trustee will receive a copy of the current signed Constitution as well as access to all historic trustees Annual Reports and statements.

Objectives

The advancement of health and relief of suffering, principally from non-communicable diseases and long-term chronic illnesses such as high blood pressure, hypertension, cardiovascular, coronary heart disease and diabetes to countries in Africa, through providing medicines to hospitals and health centres where there is no adequate provision of these health services to vulnerable children and adults by the State.

Activities

The trustees met on 4 occasions during 2021 to discuss progress on the last-mile distribution project, fundraising and charity set-up activities.

In 2021, CastlePines Medical Foundation charitable activities continued to be thwarted by the after-effects of the COVID-19 pandemic through travel restrictions, funding challenges and the reluctance of banks to open a new charity account. As the establishment of a bank account for the charity was a pre-requisite for funders and grant-givers the Trustees were not able to make progress on fundraising activities. The trustees reached a decision to pause further research

and set up activities whilst the request for the new charity bank account was being processed. As a result of the COVID-19 pandemic there were widespread refusals by UK banks to support the opening of any new charity or indeed business accounts. At the end of the year, our requests to open a new bank account had still not been accepted by any UK banks.

Unfortunately, the lack of traction and demanding personal and professional commitments resulted in the resignation of two Trustees: CEO Ngozi Erundu (21st May) and Professor David Heymann (29th September).

Achievements and Performance

The Charity continued to focus on identifying key areas where it could impact the supply and delivery of medicines for non-communicable diseases and long-term chronic illnesses in Africa, starting with Project Zambezi in Zimbabwe. The goal of the project was to serve the ‘last mile’ in remote areas, by partnering with private organisations which had supply chains extending into these hard-to-reach areas. In 2020 CEO Ngozi Erundu had established relationships with food and beverages organisations in Zimbabwe and despite the restrictions on travel was able to establish Memorandum of Understandings with these partner organisations.

Due to changing health priorities caused by the global COVID-19 pandemic, in 2020 the team had decided to explore the possibility of transporting Personal Protective Equipment (PPE) along with essential medicines. However, it was not possible to launch the strategy without existing delivery infrastructure in place.

In 2021 due to financial pressures and a lack of external funding the board was not able to fund consultancy fees for researchers assisting with the setup of Project Zambezi.

Prior to her resignation in May, Ngozi Erundu continued to foster relationships with key stakeholders, particularly with logistics partners and PPE suppliers, and put together a research proposal to investigate the impact of the COVID-19 pandemic on the distribution of pharmaceutical products to the last mile in Zimbabwe. However, a combination of lack of progress on establishing a charity bank account combined with human resourcing pressures resulted in the CEO stepping down from her role and a pause of setup activities for Project Zambezi.

Neil Carpenter was appointed interim CEO.

Subsequently, in September 2021 Professor David Heymann also stepped down from the board of trustees, citing increased activity on other COVID-19 related commitments as the reason for his resignation.

Ngozi Erondu subsequently resigned as a Director of Project Zambezi Limited on 27th November 2021.

We confirm that the trustees have had regard to the guidance issued by the Charity Commission on public benefit.

Bank Account

In addition to the setup activities for Project Zambezi, the major priority for 2021 was the establishment of a bank account for Castlepinnes Medical Foundation. Unfortunately, this was extremely challenging and despite numerous efforts and a huge investment of time and energy the Trustees were unable to open an account by the end of the year.

When challenged on the decision to reject the account application, one bank eventually confirmed that Zimbabwe was considered by that bank to be at risk for money laundering. There were also concerns that funds received in the form of a grant may not come from a verifiable source and, despite our evidence to the contrary, the application met the criteria for rejection with no option for appeal.

Efforts continued throughout the remainder of 2021 to open a charity bank account.

Financial review

During 2021 the charity did not engage in any fund raising, received no funds and incurred no expenses.

At the end of 2021 the charity had no funds and no reserves.

The charity has a Loan from David Grose provided in 2021 of £72,116.94 which is interest free, has no fixed term, and is repayable by the charity at times and in amounts determined by the charity.

Since David Grose is a related party, a trustee, the Board recognised the need to ensure any conflict of interest was properly managed.

The trustees have not identified any conflict of interest in accepting the loan:

- neither financial conflicts - e.g. a trustee, or person or organisation connected to them, could get money or something else of value from a trustee decision.
- nor loyalty conflicts - e.g. a trustee might not be able to make decisions that are best for the charity, if the charity's decision involves a person or organisation linked to a trustee.

No funds were held as a custodian trustee.

Reporting

This 2021 Trustees Annual Report, and the 2021 Annual Return and the 2021 Annual Accounts have been submitted late. This was due to inexperience on the part of the trustees, which has now been overcome.

Declarations

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

Signed on behalf of the charity's trustees

Signature

Full name	David Grose Chairman
Date	15th December 2023

Castlepines Med

Income and Expenditure 1st Janu

Income	£/GBP
Net Sales	Nil
Charitable Activities	
Grants received	Nil
Public Body Grants	Nil
Donations & Legacies	
Donations - Companies	Nil
Donations - Individuals	Nil
Legacies	Nil
Total	Nil

Outstanding loan £72,116.94

NOTES

Outstanding loan is interest free with no fixed term
Repayment is due at times and in amounts determinir
Trustees did not claim travel or other expenses

ical Foundation

ary 2021 to 31st December 2021

Expenditure	£/GBP
Cost of Sales	Nil
Charity Administration	Nil
Web design and admin	Nil
Trustees meetings	Nil
Staff costs (UK)	Nil
MISCELLANEOUS COSTS and consumables	Nil
Total expenditure	Nil
Closing bank balance	Nil

ned by the trustees

CASTLEPINES MEDICAL FOUNDATION

England & Wales - Charity number 1187050

Accounts

Trustees' Annual Report for the period

From 31st December 2019 To 31st December 2020

Charity name: Castlepines Medical Foundation

Charity registration number: 1187050

Charity address: Level 4, 97 Jermyn Street, St James's, SW1Y 6JE

Trustees:

All Trustees acted for the whole year other than as specified below

David Grose, Chairman

Neil Carpenter, Secretary

Stanley Shepherd, Treasurer (appointed 18 Sep 2020)

Ngozi Erundu

Ian Jacobson

David Heymann

Tafadzwa Mugwagwa (appointed 23 Apr 2020)

Structure and management

The charity is constituted as a Charitable Incorporated Organization whose only voting members are its trustees.

The charity is managed by the Board of trustees under the chairmanship of David Grose. The Board held 8 meetings during the year.

Trustees have been identified through known contacts of current trustees and recruited and appointed by the Board.

The potential trustee is introduced to the existing Board of Trustees and is interviewed by the Chairman and at least one other trustee. Following a successful interview, the applicant will be discussed by the Board to ensure the individual provides a complementary set of skills, knowledge and experience, and has the commitment required to be an actively contributing Board member. Trustees are appointed to the Board based on the skills, knowledge and experience that they bring to the Charity to complement those of the other trustees.

The Board will vote to determine whether the applicant should be invited to become a trustee and, if a quorum (minimum 4 votes) is reached with positive votes, the applicant is formally invited to become a trustee. On appointment, the new trustee will receive a copy of the current signed Constitution as well as access to all historic trustees Annual Reports and statements.



Objectives

The advancement of health and relief of suffering, principally from non-communicable diseases and long-term chronic illnesses such as high blood pressure, hypertension, cardiovascular, coronary heart disease and diabetes to countries in Africa, through providing medicines to hospitals and health centres where there is no adequate provision of these health services to vulnerable children and adults by the State.

Pre-formation Activities

The charity was inspired and founded by David Grose whose driving purpose was set out by him as follows:

All really for me is service to God by serving the poor, wherever in the world, but Africa has my heart and that's been long-standing. I saw poverty up close in my 2 years in Calcutta at age 32 and therefore set the scene for what I do today. I don't like suffering, or bullying and cruelty, and so wish to do something about it, rather than just complain about it.

In 2018 Project Zambezi started by my seeing the obscene truth of pharma companies charging 9 – 10 times production cost for common medicines and so my desire to buy into a pharma company and drop prices by 80 – 90%, and still make a profit!

David Grose invited a group of his trusted associates who he knew would share his views on the health needs of the poor and disadvantaged and would want to act, including Neil Carpenter, Ian Jacobson, Prof. David Heymann, Dr. Stan Shepherd, and Ngozi Erundu, all of whom subsequently became trustees of Castlepines Medical Foundation when the charity was registered in December 2019.

The group met during 2018 and 2019 and decided that their start point would be to help with the 'last mile' problem for basic medicines, including those for non-communicable diseases (NCDs). Medicines for communicable diseases such as malaria and HIV/AIDS are procured and distributed by global NGOs, whereas NCD medicines are considered essential medicines and are expected to be provided by the underfunded public health systems. This has led to huge drug shortages in the public sector. Through their networks and research the team were aware that in many countries in Africa basic medication for NCDs reaches district hospitals and clinics but frequently gets no further in rural areas.

The group reasoned that since other commodities, for example, water, beverages, and bread, do get through the last mile, there was an opportunity to work with those other suppliers to add medicines to their delivery schedules. The project was named Project Zambezi after the river which connected many of the sub-Saharan countries the team wanted to operate in.



The group carried out an analysis on which country in Africa would be most suitable to begin the last-mile project and after a comprehensive selection process identified Zimbabwe as the place to start. Zimbabwe would be challenging due to economic and political volatility, but has a strong education system and an educated population, a strong medical system with a well-distributed network of health facilities, albeit underfunded, and where English would be commonly spoken.

Ngozi Erundu, through her contacts at the London School of Hygiene and Tropical Medicine identified two key Zimbabwean colleagues who lived and worked in Zimbabwe and were willing to provide support for the project. They became part-time consultants to the project in 2019 when more technical work was required for Project Zambezi initiation.

In May 2019 Ngozi Erundu and Stan Shepherd travelled to Zimbabwe for a week to meet with the two Zimbabwean colleagues. The purpose of the visit was to meet potential partners to assist with the distribution of medicines to the last mile, and to visit hospitals and rural clinics to assess the need and identify potential solutions. They also met the Deputy Minister of Health, Dr. Mangwiro, representatives from WHO and USAID, District Medical Officers and NatPharm, the Government agency for supply and distribution of medicines in Zimbabwe.

The visit confirmed the need for better distribution of NCD medicines in Zimbabwe, and the concept of helping with the 'last mile' problem received strong support from potential partners.

Over June and July 2019 the group further developed the plan for supporting the 'last mile' problem.

From 29th July to 2nd August 2019 Ngozi Erundu and David Grose travelled to Zimbabwe to refine the plan with the local representatives and cement relationships with potential partners and the Zimbabwean Government.

The costs of all the pre-formation activities, including consultancy fees for the local representatives in Zimbabwe and for the two UK researchers, travel, transport and accommodation for the two visits to Zimbabwe, and meeting room hire amounted to £72,116.94. David Grose paid all the charities expenses in 2019 and the consultancy fees in 2020 (for work done in 2019) from his personal funds.

To support the delivery of Project Zambezi, the group resolved to form a charity, Castlepines Medical Foundation, and the charity was registered with the Charities Commission on 19th December 2019.



Activities

Following the visits by trustees to Zimbabwe in 2019, the Charity planned to focus on identifying key areas where it can impact the supply and delivery of medicines for non-communicable diseases and long-term chronic, especially the problem of 'the 'last mile' in rural areas, that is the delivery of medicines to the nearest healthcare facility to patients who need the medicines.

Achievements and Performance

The charity had no option but to pause any travel in 2020 during the Covid epidemic and its aftermath.

The trustees met on 8 occasions during 2020 to secure grant funding to support the charity's activities. Despite multiple grant giving bodies being approached, a persistent block on progress was the lack of a bank account by the charity.

When looking through banking requirements, Neil Carpenter noted that the charity did not officially have a Charity Secretary or Treasurer.

Neil Carpenter was agreed unanimously by the trustees to be the Charity Secretary.

Stan Shepherd was agreed unanimously by the trustees to be the Charity Treasurer.

Ngozi Erondu reported that fundraising is being hampered by the charity not having a bank account as a bank account is a requirement for many grants.

The Board agreed that, despite the delays because of COVID-19, they still wanted to open a bank account for the Charity and asked the Chairman and Treasurer to go ahead with opening a bank account.

However, efforts by the Chairman and Treasurer to open a bank account for the charity in December 2020 proved impossible. There was a reluctance by almost all UK High Street banks to open new accounts for charities during the Covid epidemic and its aftermath.

Metro Bank agreed to consider an account and the Chairman and Treasurer met with Metro Bank on 5 occasions from 5th December 2020 to 23rd December 2020.

On 29th December 2020 the Treasurer received a call from Metro Bank stating that the bank had rejected the charity's application for a Bank Account. The reason given was "*Your activities do not match with the risk profile of the bank*".

Ngozi Erondu supervised the development of a website for the charity and a Fundraising video.

The trustees discussed the benefit of starting a Project Zambezi limited company, as well as the charity. Whilst there were concerns about diluting the objectives of Castlepines Medical

Foundation by having other shareholders involved who may want a return, David Heyman made the point that there were many investors who wanted to invest in ethical businesses rather than providing support to charities. They would do this without wanting shares or a return on funds as long as they could see the impact that their investment is having and that profits were being reinvested.

The Trustees confirmed by unanimous agreement that Ngozi Erondu should go ahead and put together Articles of Association with a view to setting up limited company once these have been approved by the Trustees.

Subsequently on 19th November 2020 Project Zambezi Limited was incorporated as a Private Limited Company with its Registered office address at 97 Jermyn Street, London, England, SW1Y 6JE. The 100% shareholder was Castlepines Medical Foundation, and the directors were Ngozi Erondu and Castlepines Medical Foundation.

Financial review

The charity did not engage in any fund raising during 2020 and received no funds. The only expenses paid were in January and February 2020 for Consultancy Fees of £1,010.00 to two UK researchers for work completed at the end of 2019.

At the end of 2020 the charity had no funds and no reserves. As a result of the pre-formation activities the charity had an outstanding loan of £72,116.94 from David Grose who had paid all the charities expenses in 2019 and the consultancy fees in 2020.

The Trustees discussed the need to review conflicts of interests of members. It was decided that David Grose had no conflict of interests as Chair because he had declared his contributions to the charity of £72,116.94 and wields no undue power over the board.

David Grose stated that the initial investment is to be paid back from the proceeds of Project Zambezi. The Trustees agreed to this arrangement and formally recorded their gratitude for David Grose's contributions including providing administrative support through his personal staff for Project Zambezi.

David Grose suggested that should he be removed from the Chair the Charity should change its name to ensure no malfeasance of name use and risks to his company, Castlepines Equity.

No funds were held as a custodian trustee.

Reporting

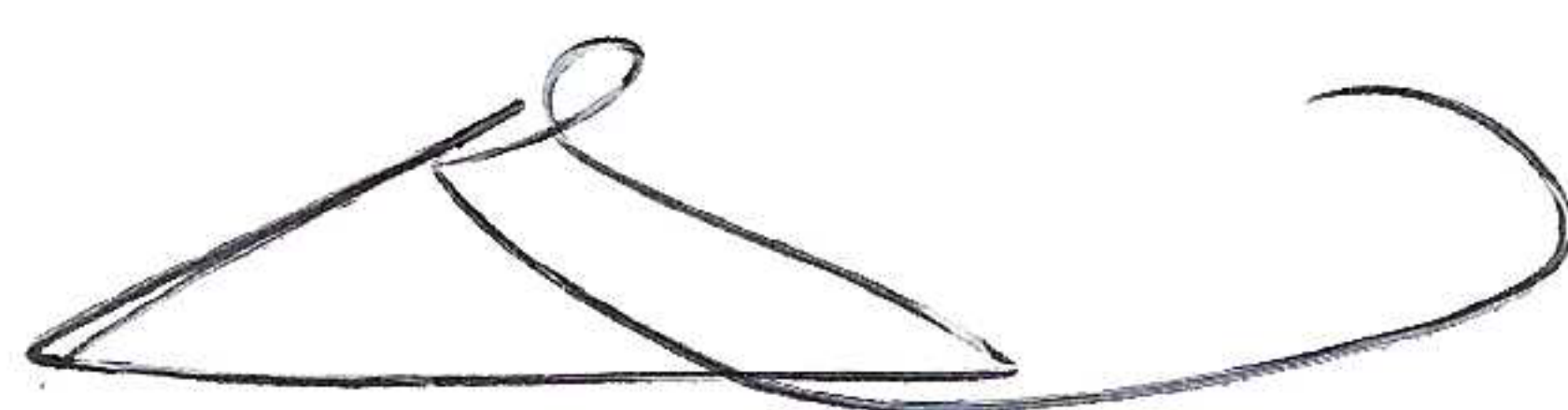
This 2020 Trustees Annual Report, and the 2020 Annual Return and 2020 Annual Accounts have been submitted late. This was due to initial inexperience on the part of the trustees, which has now been overcome.

Declarations

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

Signed on behalf of the charity's trustees

Signature



Full name **David Grose**
 Chairman

Date **24th November 2023**

Castlepines Med

Income and Expenditure 1st Janu

Income	£/GBP
Net Sales	Nil
Charitable Activities	
Grants received	Nil
Public Body Grants	Nil
Donations & Legacies	
Donations - Companies	Nil
Donations - Individuals	Nil
Legacies	Nil
Total	Nil

Outstanding loan

On 31st December 2019	£71,106.94
On 31st December 2020	£72,116.94

NOTES

Outstanding loan is interest free with no fixed term
Repayment is due at times and in amounts determinir
Trustees do not claim travel or other expenses

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ary 2020 to 31st December 2020

Expenditure	£/GBP
Cost of Sales	Nil
Charity Administration	Nil
Web design and admin	Nil
Trustees meetings	Nil
Staff costs (UK)	Nil
Consultancy fees	1,010.00
Miscellaneous costs and consumables	Nil
Total expenditure	1,010.00
Closing bank balance	Nil

red by the trustees