

**Trustees' Annual Report for the period**

**From 1<sup>st</sup> January 2022 To 31<sup>st</sup> 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.

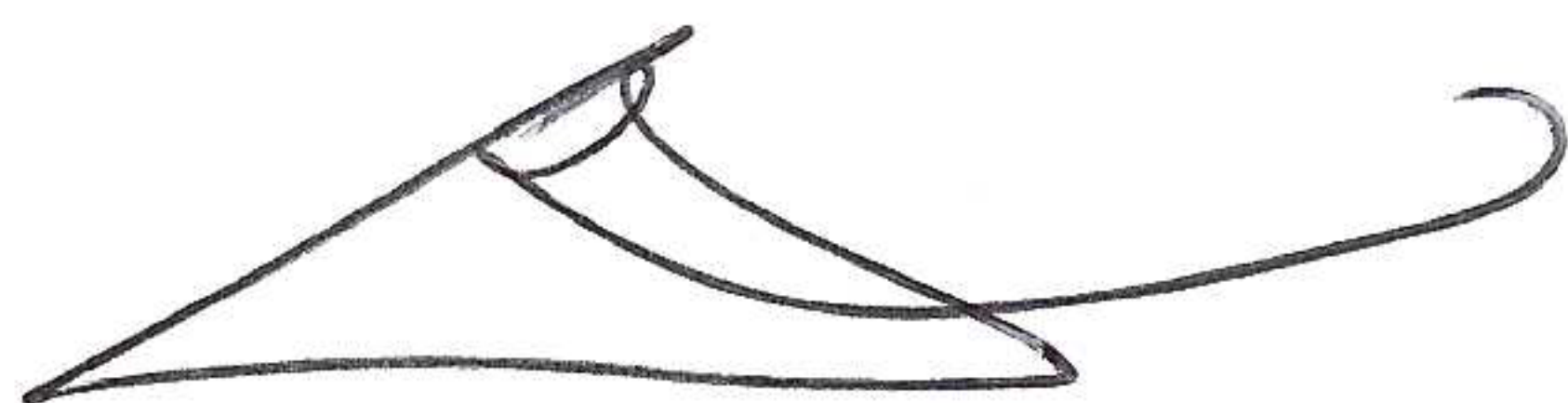
No funds were held as a custodian trustee.

## **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

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<b>Expenditure</b>	<b>£/GBP</b>
<b>Cost of Sales</b>	Nil
<b>Charity Administration</b>	Nil
<b>Web design and admin</b>	Nil
<b>Trustees meetings</b>	Nil
<b>Staff costs (UK)</b>	Nil
<b>MISCELLANEOUS costs and consumables</b>	Nil

<b>Total expenditure</b>	Nil
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<b>Closing bank balance</b>	Nil
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