

ROYAL CENTRE FOR DEFENCE MEDICINE PATIENT WELFARE FUND

England & Wales · Charity number 1191273

Details

Status Registered

Legal form CIO

Registered 2020-09-14

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

Contact

Address Rcdm Hq
Level 2
Queen Elizabeth Hospital Birmingham
Mindelsohn Way
Birmingham
B15 2WB

Phone 0303378 7369

Email Ellis.hawthornthwaite100@mod.gov.uk

Website <https://www.rcdm-patientwelfarefund.com/>

Activities

Objects: THE OBJECTS OF THE CIO ARE:THE PROMOTION OF THE EFFICIENCY OF THE ARMED FORCES OF THE CROWN.THE ADVANCEMENT OF HEALTH OF MEMBERS OF THE ARMED FORCES AND THE RELIEF OF NEED OF MEMBERS OF THE ARMED FORCES,BY PROVIDE DIRECT WELFARE SUPPORT TO WOUNDED INJURED AND SICK SERVICE PERSONNEL, RECENTLY DISCHARGED SERVICE LEAVERS AND THEIR FAMILIES' WHILST UNDERGOING TREATMENT AS A PATIENT OF THE UNIVERSITY HOSPITAL BIRMINGHAM FOUNDATION TRUST AND SURROUNDING NHS HOSPITALS OUTSIDE OF THAT WHICH IS PROVIDED WITH THE NORMAL WELFARE MECHANISMS OF THE ARMED FORCES. ADDITIONALLY THIS SUPPORT WILL BE EXTENDED TO PATIENTS AND THEIR FAMILIES WHO ARE RECEIVING TREATMENT WITHIN OTHER UK BASED HOSPITALS.

Activities: To provide help and assistance to military patients and their families whilst the patient is rehabilitating from injuries. Assist with the decompression of the patient and provide for their needs both in a clinical and welfare capacity.

Classification

- **How:** Provides Services
- **What:** The Advancement Of Health Or Saving Of Lives, Disability, Armed Forces/emergency Service Efficiency
- **Who:** Children/young People, Elderly/old People, People With Disabilities

Geography

- Birmingham City

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£1,324	£25,980	-	-
2024-03-31	£2,515	£3,575	-	-
2023-03-31	£543	£6,142	-	-
2022-03-31	£31,570	£8,160	-	-
2021-03-31	£13,934	£7,305	-	-

Trustees

Name	Role	Appointed
Caroline Charlotte Vincent OBE		2025-12-15
Deborah Mortiboy		2024-09-04
Ian Sargeant		2023-05-17
Rev Jason Clarke		2025-06-17

ROYAL CENTRE FOR DEFENCE MEDICINE PATIENT WELFARE FUND

England & Wales - Charity number 1191273

Accounts

Service Non Public Funds Final Accounts,
N1514

Army Form

**Managing Trustee's Report, Internal Audit
Board Report and Independent Examiner's Report (SORP 2005 compliant)
Regimental Accountant Scheme**

(Rev 11/09)

Unit: **Royal Centre for Defence Medicine (RCDM)**

Address: **Queen Elizabeth Hospital, Mindelsohn Way, Edgbaston, Birmingham, B15 2TH**

In respect of the: **Service Patients Welfare Fund (SPWF) - Central Bank**

Fund/Charity

Charity Commission/Regulator registered number: **1131194**

For the period from: **01 Apr 24** To **31 Mar 25**

Managing Trustee(s) during the period:

From	01 Apr 24	to	31 Mar 25	Name	Col V Moorhouse
From		to		Name	
From		to		Name	

Fund Manager(s) during the period:

From	01 Apr 24	to	31 Mar 25	Name	Maj D Holliday
From		to		Name	
From		to		Name	

Internal Auditor(s) during the period:

From	01 Apr 24	to	30 Jun 24	Name	Capt C Brettell
From	1 Jul 24	to	31 Mar 25	Name	Capt W Heathcote
From		to		Name	

Associate Auditor(s) during the period:

Associate Auditor	Lt D Whitcroft (OIC Property Check)
Associate Auditor	Sgt H Newman (2iC Property Check)
Associate Auditor	

Regimental Accountant(s) during the period:

From	01 Apr 24	to	28 Oct 24	Name	Sgt N Bibby (nee Grimshaw)
From	28 Oct 24	to	28 Feb 25	Name	WO2 A Burns
From	28 Feb 25	to	31 Mar 25	Name	SSgt J Brown

Internal Auditor's/Audit Board Report

1. I have examined the books of account and records from which the final accounts were prepared and have obtained all the information and explanations that were necessary for the purpose of my internal audit.
2. I certify that end of period checks have been conducted in accordance with Service Funds Regulations.
3. Subject to the observations given below I am satisfied that proper books of account have been kept and that the final accounts give a true and fair view of the results of transactions over the period and of the state of the Fund's affairs as at the date of the balance sheet. Subject also to my observations I am satisfied that cash and bank balances and stocks on hand have been properly checked at prescribed intervals and that adequate insurance exists.
4. I have stamped and signed the original books of account and the original records I/we have checked. All vouchers relating to this account period have been cancelled.
5. I have made the following observations whilst carrying out the internal audit:
 - a. Previous have been actioned

IA Comments

- The fund was originally registered with the Charity Commission as it received income from donations that exceeded £100,000.00 during the period of Op HERRICK and TELIC. This is no longer the case, and the only income is from small donations and interest on the current account. The MT will meet with the Trustees to discuss de-registering the fund with the Charity Commission in the next FY.
- To note, the fund holds a large investment portfolio of £500k +. This is only relevant to the CB if they are cashed in.
- The fund has a still has a large Central Bank holding of £86,363.09. The fund value has decreased by approximately £20,000.00 over the FY, mainly due to large-scale refurbishment of the patient welfare room. This came from current bank holdings and does not affect investments.
- The fund holds a petty cash float for daily cash transactions. This is monitored and utilised appropriately.

Signature Wayne.heathcote713@mod.gov.uk E-Signed

Name Capt W Heathcote

Date: 16 May 25

Appointment IA/RAO

Comd/SO2 SPS – Independent Examiner’s Report on the Accounts, and Comments

Respective Responsibilities of Trustees and Examiner

The Charity’s Trustees are responsible for the preparation of the accounts. The Charity’s Trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act) and that an independent examination is needed.

It is my responsibility to:

- a. Examine the accounts (under section 43(3)(a) of the Act).
- b. Follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 43(7)(b) of the Act).
- c. State whether particular matters have come to my attention.

Basis of Independent Examiner’s Statement

My examination was carried out in accordance with General Directions given by the Charity Commissioners. 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 the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

Independent Examiner’s Statement

In connection with my examination, no matter has come to my attention (other than that disclosed overleaf*):

- a. Which gives me reasonable cause to believe that in any material respect the requirements:
 - (1) To keep accounting records in accordance with section 41 of the 1993 Act;
 - (2) To prepare accounts which accord with the accounting records and comply with the accounting requirements of the Act.

Comd/SO2 SPS – Independent Examiner’s Report on the Accounts, and Comments

Disclosure Section (Only to be completed if the examiner needs to highlight material problems/discrepancies)

Give here brief details of any items that the examiner wishes to disclose

Comd/SO2 SPS Comments

No comment.

Signature Alistair.Strout842@mod.gov.uk [E-Signed]

Name Maj A Strout (pp. WO2 K Challand)

Date: 13 Jan 26

Appointment IE/SO2 SPS, HQ Centre

ROYAL CENTRE FOR DEFENCE MEDICINE PATIENT WELFARE FUND

England & Wales - Charity number 1191273

Accounts

Service Non Public Funds Final Accounts,

N1514

Managing Trustee's Report, Internal Audit**Board Report and Independent Examiner's Report (SORP 2005 compliant)****Regimental Accountant Scheme**

Army Form

(Rev 11/09)

Unit: **Royal Centre for Defence Medicine (RCDM)**Address: **Queen Elizabeth Hospital, Mindelsohn Way, Edgbaston, Birmingham, B15 2TH**In respect of the: **Service Patients Welfare Fund (SPWF) - Central Bank**Fund/CharityCharity Commission/Regulator registered number: **1131194**For the period from: **01 Apr 23** To **31 Mar 24****Managing Trustee(s) during the period:**

From	01 Apr 23	to	16 Apr 23	Name	Col T P Steele
From	17 Apr 23	to	31 Mar 24	Name	Col V Moorhouse

Fund Manager(s) during the period:

From	01 Apr 23	to	26 Jul 23	Name	Maj Smith
From	27 Jul 23	to	31 Mar 24	Name	Sqn Ldr Davis

Internal Auditor(s) during the period:

From	01 Apr 21	to	31 Mar 24	Name	Capt Brettell
From		to		Name	

Associate Auditor(s) during the period:

Associate Auditor	
-------------------	--

Regimental Accountant(s) during the period:

From	01 Apr 23	to	31 Mar 24	Name	Sgt Grimshaw
From		to		Name	
From		to		Name	

Royal Centre for Defence Medicine

March 2024

End of last year

Balance

	Fixed Assets		
0.00	Investments	0.00	
0.00	Total Fixed Assets		0.00
	Current Assets		
108,761.06	Current bank account	107,717.38	
0.00	Debtors	0.00	107,717.38
108,761.06	Total Current Assets		107,717.38
108,761.06	Total Assets		
	Liabilities		
0.00	Creditors	0.00	
108,761.06	PWF	107,717.38	
0.00	Suspense Account	0.00	
0.00	VAT control	0.00	
0.00	VAT payable		
(108,761.06)	Total Liabilities		(107,717.38)
0.00	Total Assets Minus Liabilities		0.00
	Total Funds		
0.00	Total Restricted Funds	0.00	
0.00	Total Endowment Funds	0.00	
0.00	Total Designated Funds	0.00	
0.00	Accumulated Trading & GPF		
0.00	Total Funds		0.00

<u>End of last year</u>	<u>Balance</u>
Funds Analysis	

Designated Funds	

0.00	-----
	0.00
Restricted Funds	

0.00	-----
	0.00
Endowment Funds	

0.00	-----
	0.00
Trading and General Purpose Funds	

0.00 Trading surplus	0.00
0.00 Non Primary Purpose trading surplus	0.00
0.00 General Purpose Fund surplus	0.00

0.00 Trading & GPF surplus	0.00
0.00 Balance at last balance sheet	0.00

0.00 Accumulated Trading & GPF	0.00

0.00 Grand total	0.00

Signature of A/C Holder/Fund Manager

Date -----

Signature of Managing Trustee

Date -----

Royal Centre for Defence Medicine

Balance date to end of March 2024

All nominal codes

Without cost centre codes shown

<u>A/C Code</u>	<u>Name</u>	<u>Balance</u>	<u>Year Movement</u>
B300	Investments	0.00	0.00
B500	Debtors	0.00	0.00
B650	Current bank account	107,717.38	-1,043.68
B700	Creditors	0.00	0.00
B701	PWF	-107,717.38	1,043.68
B749	Suspense Account	0.00	0.00
B750	VAT control	0.00	0.00
B760	VAT payable	0.00	0.00
B900	Accumulated GPF	0.00	0.00
		107,717.38	1,043.68
		-107,717.38	-1,043.68
		<u>0.00</u>	<u>0.00</u>

Royal Centre for Defence Medicine

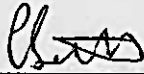
<u>A/C Code</u>	<u>Name</u>	<u>Balance</u>		<u>Month Movement</u>	
G400	Transfer In	0.00		0.00	
G900	Transfer Out	0.00		0.00	
T740	Sales discounts given	0.00		0.00	
T750	Purchase discounts taken	0.00		0.00	
		0.00	0.00	0.00	0.00
		<u>0.00</u>		<u>0.00</u>	
		<u>0.00</u>			

Internal Auditor's/Audit Board Report

1. I have examined the books of account and records from which the final accounts were prepared and have obtained all the information and explanations that were necessary for the purpose of my internal audit.
2. I certify that end of period checks have been conducted in accordance with Service Funds Regulations.
3. Subject to the observations given below I am satisfied that proper books of account have been kept and that the final accounts give a true and fair view of the results of transactions over the period and of the state of the Fund's affairs as at the date of the balance sheet. Subject also to my observations I am satisfied that cash and bank balances and stocks on hand have been properly checked at prescribed intervals and that adequate insurance exists.
4. I have stamped and signed the original books of account and the original records I/we have checked. All vouchers relating to this account period have been cancelled.
5. I have made the following observations whilst carrying out the internal audit:
 - a. Previous have been actioned

IA Comments

6. Overall, the fund value has decreased by £1,058.53 over the FY, despite voluntary income and investment income being higher than in the previous FY. This figure does not include investment gains or losses.
7. The fund has a large Central Bank holding of £107,717.38. This money is unrestricted (G codes) and readily available (not tied into investments). As IA I would recommend that a spend plan be produced and followed – there is perhaps a lack of opportunity at present for the fund to be utilised to it's full potential due to limited in-patient numbers.
8. The fund is registered with the Charity Commission as per policy for the size of the fund.
9. The fund holds a petty cash float for daily cash transactions. This is monitored and utilised appropriately.
10. The fund holds a large investment portfolio of £500k +. This will be discussed in the 1514 specific to the PWF – not relevant to the central bank unless the investments are cashed in. To note – the updated investments figure has not ben received and so investment losses/ gains cannot be commented upon.

Signature 

Name Capt C Brettell

Date: 22 Apr 24

Appointment RAO

Comd/SO2 SPS – Independent Examiner’s Report on the Accounts, and Comments

Respective Responsibilities of Trustees and Examiner

The Charity’s Trustees are responsible for the preparation of the accounts. The Charity’s Trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act) and that an independent examination is needed.

It is my responsibility to:

- a. Examine the accounts (under section 43(3)(a) of the Act).
- b. Follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 43(7)(b) of the Act).
- c. State whether particular matters have come to my attention.

Basis of Independent Examiner’s Statement

My examination was carried out in accordance with General Directions given by the Charity Commissioners. 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 the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

Independent Examiner’s Statement

In connection with my examination, no matter has come to my attention (other than that disclosed overleaf*):

- a. Which gives me reasonable cause to believe that in any material respect the requirements:
 - (1) To keep accounting records in accordance with section 41 of the 1993 Act:
 - (2) To prepare accounts which accord with the accounting records and comply with the accounting requirements of the Act:

have not been met.

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

* Delete as applicable.

Comd/SO2 SPS – Independent Examiner’s Report on the Accounts, and Comments

Disclosure Section (Only to be completed if the examiner needs to highlight material problems/discrepancies)

Give here brief details of any items that the examiner wishes to disclose

Comd/SO2 SPS Comments

No comments.

Independent Examiner's
Signature



Name

MAS J ADIBU

Date:

18/6/24

Appointment

SO2 SPS

Statement of Financial Activities as at 31/03/2024

Paxton+

Page 1 of 1

Printed: 30/01/2025

Royal Centre for Defence Medicine

SPWF

	Unrestricted/ Designated/GPF Funds	Restricted Funds	Endowment Funds	Total Funds	Previous Period Total Funds
Incoming Resources					
Voluntary Income	1,255.68	0.00	0.00	1,255.68	146.56
Activities for Generating Funds	0.00	0.00	0.00	0.00	0.00
Investment Income	1,193.78	0.00	0.00	1,193.78	295.07
Income Resources from Charitable Activities	0.00	0.00	0.00	0.00	0.00
Other Incoming Resources	67.37	0.00	0.00	67.37	101.88
Total Incoming Resources	2,516.83	0.00	0.00	2,516.83	543.51
Resources Expended Cost of Generating Funds					
Investment Management Costs	0.00	0.00	0.00	0.00	0.00
Costs of Generating Funds	0.00	0.00	0.00	0.00	14.34
Charitable Activities	357.94	0.00	0.00	357.94	598.66
Governance Costs	0.00	0.00	0.00	0.00	0.00
Grants and Donations	4.28	0.00	0.00	4.28	0.00
Other Costs	3,213.14	0.00	0.00	3,213.14	6,073.09
Total Resources Expended	3,575.36	0.00	0.00	3,575.36	6,686.09
Net Incoming/Outgoing Resources Before Transfers	-1,058.53	0.00	0.00	-1,058.53	-6,142.58
Transfers					
Gross transfers between funds (internal transfers)	0.00	0.00	0.00	0.00	0.00
Net Incoming resources before holding gains and losses	-1,058.53	0.00	0.00	-1,058.53	-6,142.58
Holding Gains/Losses					
Gains on revaluation of the charity's fixed assets	0.00	0.00	0.00	0.00	0.00
Unrealised Gains/Losses on investment assets	0.00	0.00	0.00	0.00	-23,394.46
Net Movement in Funds	-1,058.53	0.00	0.00	-1,058.53	-29,537.04
Reconciliation of Funds					
Total funds brought forward from previous year	643,485.55	0.00	0.00	643,485.55	
Total funds carried forward	642,427.02	0.00	0.00	642,427.02	

ROYAL CENTRE FOR DEFENCE MEDICINE PATIENT WELFARE FUND

England & Wales - Charity number 1191273

Accounts



RCDM (SPWF)

AF N1514s – 2022/23

Fund: PWF

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Trial Balance	7
Sales Account Balance	8
Purchase Account Balance	9 — NA

The Regtl Acct should also provide the following Reports for checking, but they will not form part of the final AF N1514 record:

- Sales Account Balance List.
- Purchase Account Balance List.
- Stock Reconciliation List (*All Stock Codes + Date is year to Date*).
- Full Trial Balance Report.
- Income and Expenditure - Design 4.
- Income and Expenditure - Design 5.
- Stock Check Summary.

Internal Auditor's/Audit Board Report

1. I have examined the books of account and records from which the final accounts were prepared and have obtained all the information and explanations that were necessary for the purpose of my internal audit.
2. I certify that end of period checks have been conducted in accordance with Service Funds Regulations.
3. Subject to the observations given below I am satisfied that proper books of account have been kept and that the final accounts give a true and fair view of the results of transactions over the period and of the state of the Fund's affairs as at the date of the balance sheet. Subject also to my observations I am satisfied that cash and bank balances and stocks on hand have been properly checked at prescribed intervals and that adequate insurance exists.
4. I have stamped and signed the original books of account and the original records I/we have checked. All vouchers relating to this account period have been cancelled.
5. I have made the following observations whilst carrying out the internal audit:
 - a. Previous have been actioned

IA Comments

6. Management

- a. Monthly Checks. The IA conducts monthly audit which examines the whole fund management and at least 10% of vouchers as per the audit plan.
- b. Change of FM. There has been no change of FM during this FY. Planned change in May 23 due to movement of personnel.
- c. Write-Offs. NA
- d. Property. No change to the capital property held. Property check has not been completed but depreciation was conducted in line with policy.
- e. Insurance. The fund has paid its insurance of £397.31 for this FY.

7. Debtors & Creditors

- a. **Debtors.** Nil
- b. **Creditors.** Nil

8. Income and Expenditure

- a. **Codes.** All B, G and R codes are correct and there are no minus figures within the reports. There is only one R code, and this should be considered for removal as there was zero in year movement during this FY. There are also several G codes which are at a zero balance and have seen no movement. These could be removed.

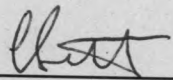
- b. **Investments.** The fund holds a substantial investment portfolio with an overall value of £531,261.19. During this FY there has been an investment value reduction of £23,394.46 when compared to the previous FY.
- c. **GPF.** Total incoming GPF this FY was £543.51. This came from investment income and voluntary donations. As this figure is low there has been a net overspend from GPF of £6,142.58.
- d. **Internal Transfers.** Nil.
- e. **Restricted Funds.** The overall net movement in restricted funds this FY £0. There has been zero income or expenditure into restricted funds.

9. **General Comments**

The overall value of the fund has decreased this year by £29,394.46 from the previous FY This is largely due to investment losses and a lack of voluntary income.

This fund that is not managed within the normal procedures of the Regt Acct scheme – the FM makes payments, and they are approved externally by a Trustee who sits outside of the unit. This is not normal practice as the Regt Acct would normally make payments with the FM approving them.

The fund is registered with charity Commission due to the value of the fund. The IA has continued to audit the fund as directed. The fund does not benefit members of the unit unless they are inpatients of the hospital and does not contribute to unit activities. Direction has ben given to keep the fund within the remit of the Regt Acct Scheme despite it not benefitting unit members.

Signature 

Name Capt C Brettell

Appointment RAO

Date: 17 Apr 23

Comd/SO2 SPS – Independent Examiner’s Report on the Accounts, and Comments

Respective Responsibilities of Trustees and Examiner

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- c. State whether particular matters have come to my attention.

Basis of Independent Examiner’s Statement

My examination was carried out in accordance with General Directions given by the Charity Commissioners. 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 the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

Independent Examiner’s Statement

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have not been met.

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

* Delete as applicable.

Comd/SO2 SPS – Independent Examiner’s Report on the Accounts, and Comments

Disclosure Section (Only to be completed if the examiner needs to highlight material problems/discrepancies)

Give here brief details of any items that the examiner wishes to disclose

Comd/SO2 SPS Comments

It is noted the account management and purpose is not standard practice however would offer significant value when in patient numbers significantly increases.

The loss of c.£29k would be expected if there is a lack of income. If future income is not forthcoming then the management of the account will need to be reviewed.

Independent Examiner's
Signature



Name

Maj J Adcock.

Date:

6 Jun 23

Appointment

Statement of Financial Activities as at 31/03/2022

Paxton+

Page 1 of 1

Printed: 31/03/2023

Royal Centre for Defence Medicine

SPWF

	Unrestricted/ Designated/GPF Funds	Restricted Funds	Endowment Funds	Total Funds	Previous Period Total Funds
Incoming Resources					
Voluntary Income	31,200.34	0.00	0.00	31,200.34	3,292.44
Activities for Generating Funds	0.00	0.00	0.00	0.00	0.00
Investment Income	9.95	0.00	0.00	9.95	63.46
Income Resources from Charitable Activities	0.00	0.00	0.00	0.00	0.00
Other Incoming Resources	360.17	0.00	0.00	360.17	0.00
Total Incoming Resources	31,570.46	0.00	0.00	31,570.46	3,355.90
Resources Expended Cost of Generating Funds					
Investment Management Costs	0.00	0.00	0.00	0.00	0.00
Costs of Generating Funds	32.34	0.00	0.00	32.34	229.14
Charitable Activities	958.36	0.00	0.00	958.36	115.32
Governance Costs	0.00	0.00	0.00	0.00	0.00
Grants and Donations	0.00	0.00	0.00	0.00	0.00
Other Costs	7,169.99	0.00	0.00	7,169.99	6,960.69
Total Resources Expended	8,160.69	0.00	0.00	8,160.69	7,305.15
Net Incoming/Outgoing Resources Before Transfers	23,409.77	0.00	0.00	23,409.77	-3,949.25
Transfers					
Gross transfers between funds (internal transfers)	0.00	0.00	0.00	0.00	0.00
Net Incoming resources before holding gains and losses	23,409.77	0.00	0.00	23,409.77	-3,949.25
Holding Gains/Losses					
Gains on revaluation of the charity's fixed assets	32,541.00	0.00	0.00	32,541.00	581.44
Unrealised Gains/Losses on investment assets	-45,036.69	0.00	0.00	-45,036.69	13,933.88
Net Movement in Funds	10,914.08	0.00	0.00	10,914.08	10,566.07
Reconciliation of Funds					
Total funds brought forward from previous year	662,108.51	0.00	0.00	662,108.51	
Total funds carried forward	673,022.59	0.00	0.00	673,022.59	

Statement of Financial Activities as at 31/03/2023

Paxton+

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Printed: 31/03/2023

Royal Centre for Defence Medicine

SPWF

	Unrestricted/ Designated/GPF Funds	Restricted Funds	Endowment Funds	Total Funds	Previous Period Total Funds
Incoming Resources					
Voluntary Income	146.56	0.00	0.00	146.56	31,200.34
Activities for Generating Funds	0.00	0.00	0.00	0.00	0.00
Investment Income	295.07	0.00	0.00	295.07	9.95
Income Resources from Charitable Activities	0.00	0.00	0.00	0.00	0.00
Other Incoming Resources	101.88	0.00	0.00	101.88	360.17
Total Incoming Resources	543.51	0.00	0.00	543.51	31,570.46
Resources Expended Cost of Generating Funds					
Investment Management Costs	0.00	0.00	0.00	0.00	0.00
Costs of Generating Funds	14.34	0.00	0.00	14.34	32.34
Charitable Activities	598.66	0.00	0.00	598.66	958.36
Governance Costs	0.00	0.00	0.00	0.00	0.00
Grants and Donations	0.00	0.00	0.00	0.00	0.00
Other Costs	6,073.09	0.00	0.00	6,073.09	7,169.99
Total Resources Expended	6,686.09	0.00	0.00	6,686.09	8,160.69
Net Incoming/Outgoing Resources Before Transfers	-6,142.58	0.00	0.00	-6,142.58	23,409.77
Transfers					
Gross transfers between funds (internal transfers)	0.00	0.00	0.00	0.00	0.00
Net Incoming resources before holding gains and losses	-6,142.58	0.00	0.00	-6,142.58	23,409.77
Holding Gains/Losses					
Gains on revaluation of the charity's fixed assets	0.00	0.00	0.00	0.00	32,541.00
Unrealised Gains/Losses on investment assets	-23,394.46	0.00	0.00	-23,394.46	-45,036.69
Net Movement in Funds	-29,537.04	0.00	0.00	-29,537.04	10,914.08
Reconciliation of Funds					
Total funds brought forward from previous year	673,022.59	0.00	0.00	673,022.59	
Total funds carried forward	643,485.55	0.00	0.00	643,485.55	

March 2023

<u>End of last year</u>		<u>Balance</u>
	Fixed Assets	

3,324.57	Capital Property ✓	3,324.57 ✓
264,361.54	Investment Parmenion PCP46465 ✓	255,100.22 ✓
290,294.11	Investment 100416823 ✓	276,160.97 ✓
557,980.22	Total Fixed Assets	534,585.76 ✓
-----		-----
	Current Assets	

114,856.62	Current bank account ✓	108,761.06 ✓
185.75	Petty Cash ✓	138.73 ✓
0.00	Debtors ✓	0.00
115,042.37	Total Current Assets	108,899.79
-----		-----
673,022.59	Total Assets	643,485.55
-----		-----
	Liabilities	

0.00	Creditors ✓	0.00
0.00	Suspense Account ✓	0.00
0.00	VAT control ✓	0.00
0.00	VAT payable ✓	0.00
-----		-----
0.00	Total Liabilities	0.00
-----		-----
673,022.59	Total Assets Minus Liabilities	643,485.55
	Total Funds	

0.00	Total Restricted Funds	0.00
0.00	Total Endowment Funds	0.00
0.00	Total Designated Funds	0.00
673,022.59	Accumulated Trading & GPF ✓	643,485.55
-----		-----
673,022.59	Total Funds	643,485.55 ✓

<u>End of last year</u>		<u>Balance</u>
	Funds Analysis	

	Designated Funds	

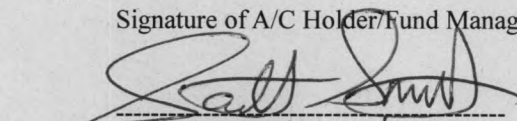
0.00		0.00
	Restricted Funds	

0.00	Help for Heroes	0.00
0.00		0.00
	Endowment Funds	

0.00		0.00
	Trading and General Purpose Funds	

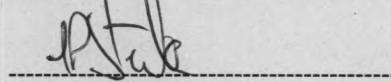
0.00	Trading surplus	0.00
0.00	Non Primary Purpose trading surplus	0.00
10,914.08	General Purpose Fund surplus	(29,537.04)
10,914.08	Trading & GPF surplus	(29,537.04)
662,108.51	Balance at last balance sheet	673,022.59
673,022.59	Accumulated Trading & GPF	643,485.55
673,022.59	Grand total	643,485.55

Signature of A/C Holder/Fund Manager



 Date 12/7/23

Signature of Managing Trustee



 Date 18 Apr 23

Royal Centre for Defence Medicine

March 2023

	<u>Turnover this month</u>	<u>Turnover year to date</u>
COST OF GOODS SOLD -----		
(A)	0.00	0.00
Value of goods disposed at cost		
(B)	0.00	0.00
COST OF GOODS SOLD (A - B) = (C)	0.00	0.00
INCOME FROM SALES -----		
INCOME FROM SALES (D)	0.00	0.00
SURPLUS -----		
Income from sales (Total from D)		
Deduct cost of goods sold (Total from C)		
SURPLUS (E)	0.00	0.00
Gross profit is therefore:	100 %	100 %
$\frac{E \times 100}{C} \%$		
NET SURPLUS (F)	0.00	0.00
Total Percentage is therefore:	100 %	100 %
$\frac{F \times 100}{C} \%$		

March 2023

GPF Analysis	<u>Turnover this month</u>		<u>Turnover year to date</u>	
Income				

Voluntary Income				

G001 Public Donations	7.76	7.76	146.56	146.56
Activities for Generating Funds				

		0.00		0.00
Investment Income				

G125 Interest	70.03	70.03	295.07	295.07
Income Resources from Charitable Activiti				

Trading Income	0.00		0.00	
G150 Activities income	0.00		0.00	
		0.00		0.00
Other Income				

Non Primary Purpose Trading Income	0.00		0.00	
G300 Minibus Sale	0.00		0.00	
G301 Unpresented Payments	0.00		101.88	
G302 Grant from Help For Heroes	0.00		0.00	
		0:00		101.88
Internal Transfers In				

G400 Transfer In	0.00		0.00	
		0.00		0.00
Gains on Revaluation of Fixed Assets				

G450 Gains Reval of Fixed Assets	0.00		0.00	
		0.00		0.00
Unrealised Gains on Investment Assets				

G460 Unrealised Gain on Investments	0.00		55,892.09	
		0.00		55,892.09
GPF Total Income		77.79		56,435.60

	<u>Turnover this month</u>	<u>Turnover year to date</u>
Expenditure		

Investment Management Costs		

	0.00	0.00
Costs of Generating Funds		

G520 PWF Website	14.34	14.34
G521 Presentations	0.00	0.00
G522 Fundraising	0.00	0.00
	14.34	14.34
Charitable Activities		

Trading costs	0.00	0.00
G600 Purchases for Auction	0.00	0.00
G601 Expendable Property	93.98	568.59
G700 Group Activites	0.00	0.00
G701 Refreshments	22.79	30.07
G702 Donations	0.00	0.00
	116.77	598.66
Governance Costs		

G750 Stationery	0.00	0.00
G751 Trustee Training	0.00	0.00
	0.00	0.00
Grants and Donations		

G770 Flowers/Cards	0.00	0.00
	0.00	0.00
Other Costs		

Non Primary Trading Costs	0.00	0.00
G800 Visits	0.00	0.00
G801 Funerals	0.00	0.00
G802 Insurance	0.00	0.00
G803 Property Depreciation	0.00	0.00
G804 TV Cards	0.00	0.00
G805 Telephone Cards	0.00	0.00
G806 Personal Needs	0.00	262.56
G807 Other Expenditure	104.99	2,038.67
G808 Write offs	0.00	0.00
G809 Vehicle Maintenance Costs	0.00	0.00
G810 TV & Internet costs	47.24	283.55
G811 Insurance Costs	0.00	397.31
G812 Takeaway Food for Mil Patients	281.68	3,091.00
	433.91	6,073.09
Internal Transfers Out		

G900 Transfer Out	0.00	0.00
	0.00	0.00

	<u>Turnover this month</u>		<u>Turnover year to date</u>	
Unrealised Losses on Investments				

G950 Unrealised Loss on Investments	0.00	0.00	79,286.55	79,286.55
GPF Total Expenditure		-----	-----	-----
		565.02		85,972.64
GPF Income Over Expenditure		-----	-----	-----
		-487.23		-29,537.04
		-----	-----	-----

	<u>Turnover this month</u>	<u>Turnover year to date</u>
Trading Account Analysis -----		
Trading Expenditure -----		
Trading Income -----	-----	-----
Income Over Expenditure	0.00	0.00
Non Primary Purpose Trading Analysis -----		
Trading Expenditure -----		
Trading Income -----	-----	-----
Income Over Expenditure	0.00	0.00

Royal Centre for Defence Medicine

	<u>Turnover this month</u>		<u>Turnover year to date</u>	
Restricted Funds Analysis				
Income				

Voluntary Income				

R001 Help for Heroes	0.00		0.00	
		0.00		0.00
Activities for Generating Funds				

R001 Help for Heroes	0.00		0.00	
		0.00		0.00
Investment Income				

R001 Help for Heroes	0.00		0.00	
		0.00		0.00
Income Resources from Charitable Activiti				

R001 Help for Heroes	0.00		0.00	
		0.00		0.00
Other Incoming Resources				

R001 Help for Heroes	0.00		0.00	
		0.00		0.00
		-----		-----
Total Income excluding transfers		0.00		0.00

	<u>Turnover this month</u>		<u>Turnover year to date</u>	
Expenditure				

Investment Management Costs				

R001 Help for Heroes	0.00		0.00	
		0.00		0.00
Costs of Generating Funds				

R001 Help for Heroes	0.00		0.00	
		0.00		0.00
Charitable Activities				

R001 Help for Heroes	0.00		0.00	
		0.00		0.00
Governance Costs				

R001 Help for Heroes	0.00		0.00	
		0.00		0.00
Grants and Donations				

R001 Help for Heroes	0.00		0.00	
		0.00		0.00
Other Costs				

R001 Help for Heroes	0.00		0.00	
		0.00		0.00
Total Expenditure excluding transfers		-----		-----
		0.00		0.00
Internal Transfers				

R001 Help for Heroes	0.00		0.00	
		0.00		0.00
Restricted funds Income Over Expenditure		-----		-----
		0.00		0.00

Royal Centre for Defence Medicine

	<u>Turnover this month</u>	<u>Turnover year to date</u>
Designated Funds Analysis		
Income		

Voluntary Income		

Activities for Generating Funds	0.00	0.00

Investment Income	0.00	0.00

Income Resources from Charitable Activiti	0.00	0.00

Other Incoming Resources	0.00	0.00

	0.00	0.00
	-----	-----
Total Income excluding transfers	0.00	0.00

	<u>Turnover this month</u>	<u>Turnover year to date</u>
Expenditure		

Investment Management Costs		

	0.00	0.00
Costs of Generating Funds		

	0.00	0.00
Charitable Activities		

	0.00	0.00
Governance Costs		

	0.00	0.00
Grants and Donations		

	0.00	0.00
Other Costs		

	0.00	0.00
	-----	-----
Total Expenditure excluding transfers	0.00	0.00
Internal Transfers		

	0.00	0.00
	-----	-----
Designated funds Income Over Expenditur	0.00	0.00
	-----	-----

	<u>Turnover this month</u>	<u>Turnover year to date</u>
Endowment Funds Analysis		
Income		

Voluntary Income		

Activities for Generating Funds	0.00	0.00

Investment Income	0.00	0.00

Income Resources from Charitable Activiti	0.00	0.00

Other Incoming Resources	0.00	0.00

	0.00	0.00
	-----	-----
Total Income excluding transfers	0.00	0.00

Royal Centre for Defence Medicine

	<u>Turnover this month</u>	<u>Turnover year to date</u>
Expenditure		

Investment Management Costs		

Costs of Generating Funds	0.00	0.00

Charitable Activities	0.00	0.00

Governance Costs	0.00	0.00

Grants and Donations	0.00	0.00

Other Costs	0.00	0.00

	0.00	0.00
	-----	-----
Total Expenditure excluding transfers	0.00	0.00
Internal Transfers		

	0.00	0.00
	-----	-----
Endowment funds Income Over Expenditu	0.00	0.00
	-----	-----



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Fund Return Summary as at 31/03/2023

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Printed: 31/03/2023
SPWF

Royal Centre for Defence Medicine

	<u>Balance b/fwd</u>	<u>Income</u>	<u>Transfer In</u>	<u>Transfer Out</u>	<u>Expenses</u>	<u>Closing</u>
R001 Help for Heroes	0.00	0.00	0.00	0.00	0.00	0.00
Total Restricted Funds	0.00	0.00	0.00	0.00	0.00	0.00

Royal Centre for Defence Medicine

Balance date to end of March 2023

All nominal codes

Without cost centre codes shown

<u>A\C Code</u>	<u>Name</u>	<u>Balance</u>	<u>Year Movement</u>
B100	Capital Property	3,324.57	0.00
B300	Investment Parmenion PCP46465	255,100.22	-9,261.32
B301	Investment 100416823	276,160.97	-14,133.14
B500	Debtors	0.00	0.00
B650	Current bank account	108,761.06	-6,095.56
B680	Petty Cash	138.73	-47.02
B700	Creditors	0.00	0.00
B749	Suspense Account	0.00	0.00
B750	VAT control	0.00	0.00
B760	VAT payable	0.00	0.00
B900	Accumulated GPF	-673,022.59	-10,914.08
R001	Help for Heroes	0.00	0.00
		643,485.55	-673,022.59
		<u>-29,537.04</u>	<u>-40,451.12</u>

Royal Centre for Defence Medicine

<u>A/C Code</u>	<u>Name</u>	<u>Balance</u>	<u>Month Movement</u>
G001	Public Donations	-146.56	-7.76
G125	Interest	-295.07	-70.03
G150	Activities income	0.00	0.00
G300	Minibus Sale	0.00	0.00
G301	Unpresented Payments	-101.88	0.00
G302	Grant from Help For Heroes	0.00	0.00
G400	Transfer In	0.00	0.00
G450	Gains Reval of Fixed Assets	0.00	0.00
G460	Unrealised Gain on Investments	-55,892.09	0.00
G520	PWF Website	14.34	14.34
G521	Presentations	0.00	0.00
G522	Fundraising	0.00	0.00
G600	Purchases for Auction	0.00	0.00
G601	Expendable Property	568.59	93.98
G700	Group Activites	0.00	0.00
G701	Refreshments	30.07	22.79
G702	Donations	0.00	0.00
G750	Stationery	0.00	0.00
G751	Trustee Training	0.00	0.00
G770	Flowers/Cards	0.00	0.00
G800	Visits	0.00	0.00
G801	Funerals	0.00	0.00
G802	Insurance	0.00	0.00
G803	Property Depreciation	0.00	0.00
G804	TV Cards	0.00	0.00
G805	Telephone Cards	0.00	0.00
G806	Personal Needs	262.56	0.00
G807	Other Expenditure	2,038.67	104.99
G808	Write offs	0.00	0.00
G809	Vehicle Maintenance Costs	0.00	0.00
G810	TV & Internet costs	283.55	47.24
G811	Insurance Costs	397.31	0.00
G812	Takeaway Food for Mil Patients	3,091.00	281.68
G900	Transfer Out	0.00	0.00
G950	Unrealised Loss on Investments	79,286.55	0.00
T740	Sales discounts given	0.00	0.00

Royal Centre for Defence Medicine

<u>A\C Code</u>	<u>Name</u>	<u>Balance</u>		<u>Month Movement</u>	
T750	Purchase discounts taken	0.00		0.00	
		85,972.64	-56,435.60	565.02	-77.79
		<hr/>		<hr/>	
		29,537.04		487.23	
		<hr/>		<hr/>	
		0.00			
		<hr/>		<hr/>	

Sales Account Balance

Member

Member no:

Balance

Totals

4

March 2023

	<u>Turnover this month</u>	<u>Turnover year to date</u>
COST OF GOODS SOLD		

(A)	0.00	0.00
Value of goods disposed at cost		
(B)	0.00	0.00
COST OF GOODS SOLD (A - B) = (C)	0.00	0.00
INCOME FROM SALES		

(D)	0.00	0.00
SURPLUS		

Income from sales (Total from D)		
Deduct cost of goods sold (Total from C)		
(E)	0.00	0.00
Gross profit is therefore:	100 %	100 %
$\frac{E \times 100}{C} \%$		
NET SURPLUS (F)	0.00	0.00
Total Percentage is therefore:	100 %	100 %
$\frac{F \times 100}{C} \%$		

March 2023

	<u>Turnover this month</u>	<u>Turnover year to date</u>
GPF Analysis		
Income		

Voluntary Income	7.76	146.56
Activities for Generating Funds	0.00	0.00
Investment Income	70.03	295.07
Income Resources from Charitable Activiti	0.00	0.00
Other Income	0.00	101.88
	-----	-----
Total Income excluding transfers	77.79	543.51
Expenditure		

Investment Management Costs	0.00	0.00
Costs of Generating Funds	14.34	14.34
Charitable Activities	116.77	598.66
Governance Costs	0.00	0.00
Grants and Donations	0.00	0.00
Other Costs	433.91	6,073.09
	-----	-----
Total Expenditure excluding transfers	565.02	6,686.09
Internal Transfers	0.00	0.00
	-----	-----
Gains on revaluation of fixed assets	0.00	0.00
Unrealised gains/losses on investment asse	0.00	-23,394.46
	-----	-----
GPF Income Over Expenditure	-487.23	-29,537.04
	-----	-----

	<u>Turnover this month</u>	<u>Turnover year to date</u>
Restricted Fund Analysis		
Income		

Voluntary Income	0.00	0.00
Activities for Generating Funds	0.00	0.00
Investment Income	0.00	0.00
Income Resources from Charitable Activiti	0.00	0.00
Other Incoming Resources	0.00	0.00
	-----	-----
Total Income excluding transfers	0.00	0.00
Expenditure		

Investment Management Costs	0.00	0.00
Costs of Generating Funds	0.00	0.00
Charitable Activities	0.00	0.00
Governance Costs	0.00	0.00
Grants and Donations	0.00	0.00
Other Costs	0.00	0.00
	-----	-----
Total Expenditure excluding transfers	0.00	0.00
Internal Transfers	0.00	0.00
	-----	-----
Restricted funds Income Over Expenditure	0.00	0.00
	-----	-----

	<u>Turnover this month</u>	<u>Turnover year to date</u>
Designated Funds Analysis		
Income		

Voluntary Income	0.00	0.00
Activities for Generating Funds	0.00	0.00
Investment Income	0.00	0.00
Income Resources from Charitable Activiti	0.00	0.00
Other Incoming Resources	0.00	0.00
	-----	-----
Total Income excluding transfers	0.00	0.00
Expenditure		

Investment Management Costs	0.00	0.00
Costs of Generating Funds	0.00	0.00
Charitable Activities	0.00	0.00
Governance Costs	0.00	0.00
Grants and Donations	0.00	0.00
Other Costs	0.00	0.00
	-----	-----
Total Expenditure excluding transfers	0.00	0.00
Internal Transfers	0.00	0.00
	-----	-----
Designated funds Income Over Expenditur	0.00	0.00
	-----	-----

	<u>Turnover this month</u>	<u>Turnover year to date</u>
Endowment Funds Analysis		
Income		

Voluntary Income	0.00	0.00
Activities for Generating Funds	0.00	0.00
Investment Income	0.00	0.00
Income Resources from Charitable Activiti	0.00	0.00
Other Incoming Resources	0.00	0.00
	-----	-----
Total Income excluding transfers	0.00	0.00
Expenditure		

Investment Management Costs	0.00	0.00
Costs of Generating Funds	0.00	0.00
Charitable Activities	0.00	0.00
Governance Costs	0.00	0.00
Grants and Donations	0.00	0.00
Other Costs	0.00	0.00
	-----	-----
Total Expenditure excluding transfers	0.00	0.00
Internal Transfers	0.00	0.00
	-----	-----
Endowment funds Income Over Expenditu	0.00	0.00
	-----	-----

ROYAL CENTRE FOR DEFENCE MEDICINE PATIENT WELFARE FUND

England & Wales - Charity number 1191273

Accounts



AF N1514s – 2021/22

Service Patient Welfare Fund (SPWF)

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The Regtl Acct should also provide the following Reports for checking, but they will not form part of the final AF N1514 record:

- Sales Account Balance List.
- Purchase Account Balance List.
- Stock Reconciliation List (*All Stock Codes + Date /s year to Date*).
- Full Trial Balance Report.
- Income and Expenditure - Design 4.
- Income and Expenditure - Design 5.
- Stock Check Summary.

**Service Non Public Funds Final Accounts,
 Managing Trustee's Report, Internal Audit
 Board Report and Independent Examiner's Report (SORP 2005 compliant)
 Regimental Accountant Scheme**

Army Form N1514
 (Rev 11/09)

Unit: Royal Centre for Defence Medicine (RCDM)

Address: Queen Elizabeth Hospital, Mindelsohn Way, Edgbaston, Birmingham, B15 2TH

In respect of the: Service Patients Welfare Fund (PWF)

Fund/Charity

Charity Commission/Regulator registered number: 1131194 ✓

802 SPS

For the period from: 01 Apr 21 To 31 Mar 22

Managing Trustee(s) during the period:

From	01 Apr 21	to	31 Mar 22	Name	Col T P Steele

Fund Manager(s) during the period:

From	01 Apr 21	to	31 Mar 22	Name	Maj Smith
From		to		Name	

Internal Auditor(s) during the period:

From	01 Apr 21	to	31 Mar 22	Name	Capt Horton MBE
From		to		Name	

Associate Auditor(s) during the period:

Associate Auditor	
-------------------	--

Regimental Accountant(s) during the period:

No handover.
802 SPS

From	01 Apr 21	to	31 Mar 22	Name	Sgt Naylor
From		to		Name	
From		to		Name	

Notes to the Accounts (Paras 2 to 12 are to be completed by all funds which have a gross income of £100K or over and those funds already registered with the Charity Regulator, all other funds are to complete Paras 6 and 7 and the declarations at Para 12):

1. Principal Accounting Policies

a. Accounting Convention. The financial statements are prepared under the historical cost convention as modified by the inclusion of investments at market value and in accordance with applicable accounting standards. In preparing the financial statements the charity follows best practice as set out in the Statement of Recommended Practice 'Accounting and Reporting by Charities' (SORP) 2005 (<http://www.charitycommission.gov.uk/investigations/sorp/sorp05docs.asp>)

b. Incoming Resources. Income is recognised in the period in which the charity is entitled to receipt, and the amount can be measured with reasonable certainty. Grants from other agencies including donations and other income from activities are in furtherance of the charity's objects and are part of the general funds of the charity. A restricted fund is only recognised where this is an agreed and explicit condition of the grant or donor.

c. Intangible Income. Due to the close collaborative relationship and the manner in which the charity's activities compliment those of the Army, intangible income, reflected in time and use of premises is not quantifiable or measurable and so is not recognised in the accounts.

d. Resources Expended and Basis of Allocation of Costs. Expenditure is included when incurred or exceptionally where a commitment is made which requires an accrual when payment is to be made in the subsequent accounting period. Similarly, where prepayments are made in recognition of commitments falling due in a subsequent accounting period, the appropriate credit is entered in the accounts and reversed the following year. Grants payable are included in the SOFA when approved by the Managing Trustee. Expenditure is recognised in the period in which it is incurred. The majority of costs are directly attributable to specific activities. Irrecoverable VAT is charged to the activity for which it was incurred.

e. Governance Costs. Governance costs are the costs of professional advice, holding trustee meetings or committee meetings associated with decision making, any fee for audit or independent examination and any fee incurred in the preparation, statutory filing, printing or copying of the annual report and accounts.

f. Capitalisation and Depreciation of Tangible Fixed Assets. All assets having a purchase value of more than £500 are capitalised. The cost of tangible fixed assets are written off by equal annual instalments over their expected useful lives using the following methods of depreciation:

Furniture, fixtures and equipment -	Straight Line over a period of 2 – 10 years.
Motor vehicles -	Straight Line over a period of 2 – 10 years.

Assets with a life of more than one year but with a purchase value of below £500 are included within the inventory but the cost is written off in the year it is incurred and is not depreciated over the useful life of the asset. Where the asset is depreciated over a period of more than 10 years, details of the item and period are to be provided following the notes on page 14.

g. Fixed Asset Investments. Fixed asset investments are included at market value at the balance sheet date. Any gain or loss on revaluation is shown in the Statement of Financial Activities (SOFA).

h. Stocks. Purchased stocks are valued at the lower cost or net realisable value making due allowance for any obsolete or slow-moving items.

i. Funds Accounting. Funds held by the charity are:

(1) General Purpose/Unrestricted /Designated Funds. These are funds that can be used in accordance with the charitable objects at the discretion of the Managing Trustee. Designated funds are unrestricted funds which have been allocated/earmarked for a particular purpose by the Managing Trustee and are to be declared in the Managing Trustees comments in accordance with Para 12 to these notes stating what they are intended to be used for and when.

(2) Endowment Funds. Endowment funds are those investments and other gifts accepted by the unit, the capital sum or property being held in perpetuity and the income only being available for charitable use.

(3) Restricted Funds. These are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes. Further explanation of the nature and purpose of each fund is to be included in the notes to the accounts.

j. Heritage Assets. In the course of the unit's history, the charity may have acquired gifts, memorabilia, regalia, silverware, antiques and other historical artefacts in the course of distinguished military service in service of the Crown. The value of these pieces is in large part derived from their close association with Regimental history which precludes the use of conventional valuation techniques being applied. Whilst the objects of the charity do not specifically include preservation and conservation, the pieces represent an essential element of celebrating the unit's history and foster esprit-de-corps. Consequently the Managing Trustee considers the charity to hold heritage assets both for functional use and as an element of national history on behalf of the nation. Heritage assets acquired prior to 1 Apr 06 are therefore not capitalised on the balance sheet but a description of those assets is disclosed as part of the notes to the accounts. Heritage assets acquired after 1 Apr 06 where the purchase price is known and which exceed £500.00 are included in the balance sheet at acquisition value but are not depreciated.

k. Other Costs. Other costs are those costs not incurred in the undertaking of charitable activity in furtherance of the objects of the charity, i.e. the provision of facilities, recreational programmes or activities in furtherance of military efficiency. They are also costs incurred in the making of grants and donations, in the costs of generating funds, i.e. the costs incurred in trading or fundraising undertaken by the charity, or in governance costs.

2. Grants Made. (if total grants are over 5% of the charity's total expenditure).

The charity made the following grants/donations:

Grants to institutions

Name of institutions	Purpose	Total number of grants given	Total amount of grants paid
Total grants to institutions			

Grants to individuals

Purpose	Total number of grants given	Total amount of grants paid
Total		

3. Related Party Transactions & Remuneration and Expenses

Whilst the charity has a close working relationship with the Army, there are no transactions with the Army which require disclosure under SORP 2005. The only transactions made by the charity in favour of the unit are wholly attributable to the charitable activities of furthering military efficiency. The Managing Trustee is an officer or equivalent and fulfils the role as trustee in accordance with the applicable laws and regulations. No expenses have been paid to the trustee. In the event that expenses have been paid to the trustee these are disclosed under the Managing Trustee's comments.

4. Analysis of Capital Property

	Fixtures, fittings & equipment £	Motor vehicles £	Total £
Balance b/f	£3,324.57	£0.00	£3,324.57
Purchases	£0.00	£0.00	£0.00
Sales & W/Os	£0.00	£0.00	£0.00
Depreciation	£	£0.00	£
Balance c/f	£	£0.00	£

5. Total Value of Investments by Category

	Value £
Carrying value (market value) at beginning of year	£552,636.02
Add additions to investments at cost (investments purchased)	£0.00
Less disposals at carrying value (investments sold)	£0.00
Add/(deduct) net gain/(loss) on revaluation (gain/loss at end of accounting period/audit)	+ £2,019.63
Carrying value (market value) at end of year	£554,655.65

Breakdown of Market Values at

<u>Year End</u>	GPF/ Unrestricted	Restricted	Endowment	Total value	Income during year
	Value £	Value £	Value £	Value £	Value £
Investment properties					
Investments listed on a recognised stock exchange					
Investments held in unit trusts or other collective investment schemes					
Investments in subsidiary or connected undertakings and companies					
Securities not listed on a recognised Stock Exchange					
Cash held as part of the investment portfolio					
Other investments					
Total					

6. List of Debtors

Debtor	Date of Debt	Amount
N/A		

* There are no amounts falling due after more than one year (delete as appropriate).

7. List of Creditors

Creditor	Date of Credit	Amount
N/A		

* There are no amounts falling due after more than one year (delete as appropriate).

8. Paid Employees

	This year £	Last year £
Gross wages paid		
Employer's National Insurance paid		
Pension Contributions paid		
Total staff costs		

Give the number of employees who were engaged in each of the following activities:

	This year	Last year
Costs of generating funds		
Charitable activities		
Other		
Total		

No individual employee received a salary of over £60000.00

9. Governance Costs

	This year £	Last year £
Audit or independent examination fee		

10. Restricted/Endowment Funds

Give details of the movements of the individual funds summarised in the restricted and endowment column of the Statements of Financial Activities (SOFA).

Fund Name	Fund Bal B/F	Incoming Resources for period	Outgoing Resources for period	Transfers	Gains and Losses	Fund Bal C/F
Help for Hero's	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00

A brief explanation as to the nature and purpose of the charity's Restricted Funds is to be provided.

Name of Restricted Fund	Purpose of fund
Help for Hero's	Restricted Fund to hold and evidence I & E for Help for Hero's.

11. Heritage Assets.

Heritage assets that are owned by the charity but purchased/acquired prior to 1 Apr 06 are not included in the charity's capital property value (see note 1.j). A list/description of these assets is below:

NA

[Handwritten signature]
S12
JPS

12. Declarations

All of the charity's commitments are provided for in the accounts.

No guarantees have been given to third parties.

The charity has not received any loans that are outstanding at the year-end and secured on assets.

The charity has not granted any loans to institutions or companies connected with the charity.

The charity did not make any ex-gratia payments during the year.

Sufficient resources are held in an appropriate form to enable each fund to be applied in accordance with the restrictions imposed.

The financial activities, assets and liabilities of all the charity's branches or sections have been included.

The trustees have not changed the year end date or the length of the charity's financial year.

The charity has no designated funds (if there are designated funds the reason for designation and when each designated fund is intended to be used by is to be stated in the Managing Trustee report).

All the charity's operations are continuing operations and there were no operations discontinued or acquired during the year.

No funds (unrestricted, designated, restricted or endowment) are in deficit at the balance sheet date.

The charity has no intangible assets.

There were no inter-fund loans outstanding at the balance sheet date.

None of the charity's functional fixed assets have been re-valued during the year and the charity does not have a policy of revaluation of these assets.

The charity has no subsidiary companies.

The charity has no material fixed assets which have not been capitalised and included in the balance sheet.

No internal transfers have occurred out of restricted/endowment funds. In the event that a transfer has taken place, full details of the reason for the transfer are disclosed in the Managing Trustee's comments.

All investments held are investment assets in the UK unless otherwise stated.

Note: Where any of the declarations are not correct they are to be crossed out and details provided in the Managing Trustees comments.

Additional comments:

General. Account managed by HR support and FM. Healthy fund worth circa £600k+

Acknowledged that no property check completed but now under assessment for potential WO actions

 S02
SPS

Signature 

Name Maj S Smith

Fund Manager

Date: 22/6/2022

Managing Trustee's Annual Report and Comments:

Unit: **Royal Centre for Defence Medicine (RCDM)**

Address: **Queen Elizabeth Hospital, Mindelsohn Way, Edgbaston, Birmingham, B15 2TH**

Charity name and Charity Commission/Regulator registered number:

Service Patients Welfare Fund (PWF) No. 1131194

Description of the charity's trusts

This should include:

- a. Details, including date if known of the charity's governing document (e.g. trust deed, will, constitution etc); and
- b. A brief explanation of the charity's objects.

Where applicable, you may choose to give details of any specific investment powers of the charity.

Governing Document (e.g. Trust Deed, Constitution)	Constitution voted in by the Board Members
----------------------------------------------------	--------------------------------------------

Objects of the Charity	The promotion of efficiency of the Armed Forces of the Crown by the provision and support of facilities and activities for the efficiency and well-being of service personnel as inpatients into medical facilities in the QE hospital
------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Explain briefly how trustees are elected or appointed and details of any induction and trustee training attended.

Trustee selection method	Managing Trustee is CO RCDM by virtue of their appointment. All Trustees are nominated by the Managing Trustee
--------------------------	-------------------------------------------------------------------------------------------------------------------

Trustee induction and training	The Managing Trustee has attended the Commanding Officer (Designate) course. Fund Managers are required to complete the FM e-Learning course which is hosted on the DLE within 1 month of assuming the appointment (see SFR para 0222a)
--------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Explain about what the charity is trying to do and how it is going about it. You are only required to provide a brief summary of the main activities and achievements of the charity during the year in relation to its objects.

Summary of main activities in relation to the Charity's objects	Welfare and social activities that benefit the rehabilitation and recovery of Military patients (including Veterans) and support to families
Summary of main achievements of the Charity during the year	The maintenance of Military cohesion and identity by the promotion of welfare support. Due to the COVID 19 pandemic there has been little movement within the funds other than support to Military inpatients.

Provide a brief review of the financial position of the charity. This should include the principal types of income.

Financial Review	The Charity does not actively fund raise but relies on regular donations and dividends from the investment portfolios and bank interest. The charity has a strong Investment portfolio's which has seen a positive figure paid in as dividends.
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The Managing Trustee should give in their report a description of the following policies:

- a. For the selection of investments for the charity.
- b. For determining the level of income reserves held, stating and explaining the level of reserves held.
- c. Where grants are made by the charity, the selection of individuals and institutions who are to receive grants out of the assets of the charity.

Financial reserves policy	Financial reserves are held as the Investment Portfolios.
---------------------------	-----------------------------------------------------------

Investments selection policy and performance of those investments.	Legacy investments held
--------------------------------------------------------------------	-------------------------

Provide the name of all trustees/the Managing Trustee(s) during the report year.

Managing Trustee's name/trustees' names	MT - Col TP Steele, CO RCDM FM – Maj S Smith
-----------------------------------------	-------------------------------------------------

Serious Incidents	
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Public Benefit Statement	<p>This fund provides public benefit by assisting service personnel to more effectively perform their roles within the Armed Forces of the Crown. It does this by providing and supporting the rehabilitation and recovery of patients. This assistance enables service personnel to face the challenges and danger associated with military service by developing and maintaining teamwork, confidence, character, spirit and attitude. As a result, the fund promotes the efficiency of the Armed Forces of the Crown by enhancing the British Army's capability to undertake the roles demanded of it including the defence of the United Kingdom and its interests.</p> <p>(I confirm that I have paid due regard to the Charity Commission of England and Wales's guidance on public benefit when deciding what activities, the charity should undertake.)</p>
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Additional comments (include any declarations which were not correct (Pg 12/13)):

Signature 

Name Col TB Steele

Date: 22 Jun 22

Appointment CO

Internal Auditor's/Audit Board Report

1. I have examined the books of account and records from which the final accounts were prepared and have obtained all the information and explanations that were necessary for the purpose of my internal audit.
2. I certify that end of period checks have been conducted in accordance with Service Funds Regulations.
3. Subject to the observations given below I am satisfied that proper books of account have been kept and that the final accounts give a true and fair view of the results of transactions over the period and of the state of the Fund's affairs as at the date of the balance sheet. Subject also to my observations I am satisfied that cash and bank balances and stocks on hand have been properly checked at prescribed intervals and that adequate insurance exists.
4. I have stamped and signed the original books of account and the original records I/we have checked. All vouchers relating to this account period have been cancelled.
5. I have made the following observations whilst carrying out the internal audit:
 - a. Previous have been actioned

IA Comments

6. General. A fund that is not managed within the normal procedures of the Regt Acct scheme. Fund is registered with charity Commission. The IA has continued to audit the fund as directed and which has been managed by RCDM Regt Acct. The fund does not benefit members of the unit unless they are inpatients of the hospital and does not contribute to unit activities. The FM does not HO due to the activity attached to JD. No audit board completed due to lack of manpower.
7. Property. The fund does hold property but is not managed correctly at present. **No depreciation nor property check** has been completed during the auditing period due to lack of available workforce. All comments noted on monthly IA reports.
3. Trading. The fund does not hold any trading stock and as such does not have any % profit. No T codes other than T740 showing on Paxton but with no movement. No T008 code active.
9. GPF. There are no Creditors or Debtors to the fund. Expenditure has been above income during this accounting period (expenditure £10914.08 above income) There has been no overspend in the fund. The fund has paid its insurance @ £388.42. The fund has no liability for PPL/PRLs. There has been 1 x W/O action of £2.79.
 - a. G Code G807 'Other Expenditure' title needs reviewing as it does not identify what expenditure is
 - b. Petty Cash should be a 'B Code'
10. Restricted Funds. All funds are at zero and there are no active funds.



Handwritten signature and initials, possibly 'JL' and '802 SPS'.

11. Investments. The fund holds a substantial investment portfolio. Dividends earned are paid directly to the fund in quarterly payments. This financial year has yielded £2019.63 in dividends but a reduction on last year's yield. All investments are monitored by the board of trustees.

Signature 

Name Horton, L MBE

Appointment RAO

Date: 180422

Comd/SO2 SPS – Independent Examiner’s Report on the Accounts, and Comments

Respective Responsibilities of Trustees and Examiner

The Charity’s Trustees are responsible for the preparation of the accounts. The Charity’s Trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act) and that an independent examination is needed.

It is my responsibility to:

- a. Examine the accounts (under section 43(3)(a) of the Act).
- b. Follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 43(7)(b) of the Act).
- c. State whether particular matters have come to my attention.

Basis of Independent Examiner’s Statement

My examination was carried out in accordance with General Directions given by the Charity Commissioners. 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 the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

Independent Examiner’s Statement

In connection with my examination, no matter has come to my attention (other than that disclosed overleaf*):

- a. Which gives me reasonable cause to believe that in any material respect the requirements:
 - (1) To keep accounting records in accordance with section 41 of the 1993 Act:
 - (2) To prepare accounts which accord with the accounting records and comply with the accounting requirements of the Act:

have not been met.

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

* Delete as applicable.

Comd/SO2 SPS – Independent Examiner’s Report on the Accounts, and Comments

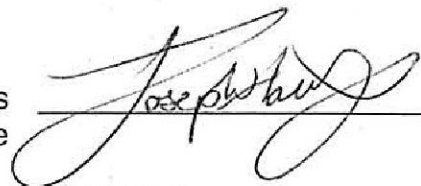
Disclosure Section (Only to be completed if the examiner needs to highlight material problems/discrepancies)

Give here brief details of any items that the examiner wishes to disclose

Comd/SO2 SPS Comments

It is acknowledged that this Fund is unusual and could potentially be taken out of the hands of the Regimental Accountant due to its size and the fact that it does not directly benefit the Unit. However, this fund is a key reserve for if/when we do have casualties of war and welfare becomes a focus. The Fund has very little activity and the burden for the Unit is minimal. Unless a strong justification can be found, I believe the fund should remain with RCDM.

Independent Examiner's
Signature



Name Maj J Hartley

Date: 28 JUL 22

Appointment SO2 SPS

Statement of Financial Activities as at 31/03/2021

Paxton+

Page 1 of 1

Printed: 06/04/2022

Royal Centre for Defence Medicine

SPWF

	Unrestricted/ Designated/GPF Funds	Restricted Funds	Endowment Funds	Total Funds	Previous Period Total Funds
Incoming Resources					
Voluntary Income	3,292.44	0.00	0.00	3,292.44 ✓	45,578.11
Activities for Generating Funds	0.00	0.00	0.00	0.00 ✓	0.00
Investment Income	63.46	0.00	0.00	63.46 ✓	115.81
Income Resources from Charitable Activities	0.00	0.00	0.00	0.00 ✓	0.00
Other Incoming Resources	0.00	0.00	0.00	0.00 ✓	-1,572.58
Total Incoming Resources	3,355.90	0.00	0.00	3,355.90 ✓	44,121.34
Resources Expended Cost of Generating Funds					
Investment Management Costs	0.00	0.00	0.00	0.00 ✓	0.00
Costs of Generating Funds	229.14	0.00	0.00	229.14 ✓	158.12
Charitable Activities	115.32	0.00	0.00	115.32 ✓	-3,201.45
Governance Costs	0.00	0.00	0.00	0.00 ✓	7.98
Grants and Donations	0.00	0.00	0.00	0.00 ✓	7.49
Other Costs	6,960.69	0.00	0.00	6,960.69 ✓	10,550.60
Total Resources Expended	7,305.15	0.00	0.00	7,305.15 ✓	7,522.74
Net Incoming/Outgoing Resources Before Transfers	-3,949.25	0.00	0.00	-3,949.25 ✓	36,598.60
Transfers					
Gross transfers between funds (internal transfers)	0.00	0.00	0.00	0.00 ✓	0.00
Net Incoming resources before holding gains and losses	-3,949.25	0.00	0.00	-3,949.25 ✓	36,598.60
Holding Gains/Losses					
Gains on revaluation of the charity's fixed assets	581.44	0.00	0.00	581.44 ✓	0.00
Unrealised Gains/Losses on investment assets	13,933.88	0.00	0.00	13,933.88 ✓	54,039.21
Net Movement in Funds	10,566.07	0.00	0.00	10,566.07 ✓	90,637.81
Reconciliation of Funds					
Total funds brought forward from previous year	651,542.44	0.00	0.00	651,542.44	
Total funds carried forward	662,108.51	0.00	0.00	662,108.51	



Royal Centre for Defence Medicine

SPWF

	Unrestricted/ Designated/GPF Funds	Restricted Funds	Endowment Funds	Total Funds	Previous Period Total Funds
Incoming Resources					
Voluntary Income	31,200.34 ✓	0.00	0.00	31,200.34	3,292.44 ✓
Activities for Generating Funds	0.00 ✓	0.00	0.00	0.00	0.00 ✓
Investment Income	9.95 ✓	0.00	0.00	9.95	63.46 ✓
Income Resources from Charitable Activities	0.00 ✓	0.00	0.00	0.00	0.00 ✓
Other Incoming Resources	360.17 ✓	0.00	0.00	360.17	0.00 ✓
Total Incoming Resources	31,570.46	0.00	0.00	31,570.46	3,355.90
Resources Expended Cost of Generating Funds					
Investment Management Costs	0.00 ✓	0.00	0.00	0.00	0.00 ✓
Costs of Generating Funds	32.34 ✓	0.00	0.00	32.34	229.14 ✓
Charitable Activities	958.36 ✓	0.00	0.00	958.36	115.32 ✓
Governance Costs	0.00 ✓	0.00	0.00	0.00	0.00 ✓
Grants and Donations	0.00 ✓	0.00	0.00	0.00	0.00 ✓
Other Costs	7,169.99 ✓	0.00	0.00	7,169.99	6,960.69 ✓
Total Resources Expended	8,160.69 ✓	0.00	0.00	8,160.69	7,305.15 ✓
Net Incoming/Outgoing Resources Before Transfers	23,409.77 ✓	0.00	0.00	23,409.77	-3,949.25 ✓
Transfers					
Gross transfers between funds (internal transfers)	0.00 ✓	0.00	0.00	0.00	0.00 ✓
Net Incoming resources before holding gains and losses	23,409.77	0.00	0.00	23,409.77	-3,949.25 ✓
Holding Gains/Losses					
Gains on revaluation of the charity's fixed assets	32,541.00 ✓	0.00	0.00	32,541.00	581.44 ✓
Unrealised Gains/Losses on investment assets	-45,036.69	0.00	0.00	-45,036.69	13,933.88 ✓
Net Movement in Funds	10,914.08	0.00	0.00	10,914.08	10,566.07 ✓
Reconciliation of Funds					
Total funds brought forward from previous year	662,108.51 ✓	0.00 ✓	0.00 ✓	662,108.51	
Total funds carried forward	673,022.59	0.00	0.00	673,022.59	

March 2022

<u>End of last year</u>		<u>Balance</u>
	Fixed Assets	
3,324.57	Capital Property ✓	3,324.57
266,041.93	Investment Parmenion PCP46465 ✓	264,361.54
301,109.41	Investment 100416823 ✓	290,294.11
570,475.91	Total Fixed Assets	557,980.22
	Current Assets	
91,447.80	Current bank account ✓	114,856.62
184.80	Petty Cash ✓	185.75
0.00	Debtors ✓	0.00
91,632.60	Total Current Assets	115,042.37
662,108.51	Total Assets	673,022.59
	Liabilities	
0.00	Creditors ✓	0.00
0.00	Suspense Account ✓	0.00
0.00	VAT control ✓	0.00
0.00	VAT payable ✓	0.00
0.00	Total Liabilities	0.00
662,108.51	Total Assets Minus Liabilities	673,022.59
	Total Funds	
0.00	Total Restricted Funds	0.00
0.00	Total Endowment Funds	0.00
0.00	Total Designated Funds	0.00
662,108.51	Accumulated Trading & GPF ✓	673,022.59
662,108.51	Total Funds	673,022.59

Royal Centre for Defence Medicine

<u>End of last year</u>	<u>Balance</u>
Funds Analysis -----	
Designated Funds -----	
0.00	0.00
Restricted Funds -----	
0.00 Help for Heroes	0.00
0.00	0.00
Endowment Funds -----	
0.00	0.00
Trading and General Purpose Funds -----	
0.00 Trading surplus	0.00
0.00 Non Primary Purpose trading surplus	0.00
10,566.07 General Purpose Fund surplus	10,914.08
10,566.07	-----
10,566.07 Trading & GPF surplus	10,914.08
651,542.44 Balance at last balance sheet	662,108.51
662,108.51	-----
662,108.51 Accumulated Trading & GPF	673,022.59
662,108.51	-----
662,108.51 Grand total	673,022.59
-----	-----

Signature of A/C Holder/Fund Manager

 Date -----

Signature of Managing Trustee

 Date -----

Royal Centre for Defence Medicine

March 2022

GPF Analysis	<u>Turnover this month</u>		<u>Turnover year to date</u>	
Income				

Voluntary Income				

✓G001 Public Donations	503.88	503.88	31,200.34	31,200.34 ✓
Activities for Generating Funds				

		0.00		0.00 ✓
Investment Income				

✓G125 Interest	1.74	1.74	9.95	9.95 ✓
Income Resources from Charitable Activities				

Trading Income	0.00		0.00	
✓G150 Activities income	0.00		0.00	
		0.00		0.00 ✓
Other Income				

Non Primary Purpose Trading Income	0.00		0.00	
✓G300 Minibus Sale	0.00		0.00	
✓G301 Unpresented Payments	0.49		360.17	
✓G302 Grant from Help For Heroes	0.00		0.00	
		0.49		360.17 ✓
Internal Transfers In				

✓G400 Transfer In	0.00		0.00	
		0.00		0.00 ✓
Gains on Revaluation of Fixed Assets				

✓G450 Gains Reval of Fixed Assets	0.00		32,541.00	
		0.00		32,541.00 ✓
Unrealised Gains on Investment Assets				

✓G460 Unrealised Gain on Investments	0.00		16,995.13	
		0.00		16,995.13
GPF Total Income		506.11		81,106.59

	<u>Turnover this month</u>	<u>Turnover year to date</u>	
<u>Expenditure</u>			
<u>Investment Management Costs</u>			
	0.00		0.00 ✓
<u>Costs of Generating Funds</u>			
✓G520 PWF Website	13.14	32.34	
✓G521 Presentations	0.00	0.00	
✓G522 Fundraising	0.00	0.00	
	13.14		32.34 ✓
<u>Charitable Activities</u>			
<u>Trading costs</u>			
✓G600 Purchases for Auction	0.00	0.00	
✓G601 Expendable Property	0.00	958.36	
✓G700 Group Activities	0.00	0.00	
✓G701 Refreshments	0.00	0.00	
✓G702 Donations	0.00	0.00	
	0.00		958.36 ✓
<u>Governance Costs</u>			
✓G750 Stationery	0.00	0.00	
✓G751 Trustee Training	0.00	0.00	
	0.00		0.00 ✓
<u>Grants and Donations</u>			
✓G770 Flowers/Cards	0.00	0.00	
	0.00		0.00 ✓
<u>Other Costs</u>			
<u>Non Primary Trading Costs</u>			
✓G800 Visits	0.00	0.00	
✓G801 Funerals	0.00	0.00	
✓G802 Insurance	0.00	388.42 ✓	
✓G803 Property Depreciation	0.00	0.00	
✓G804 TV Cards	0.00	0.00	
✓G805 Telephone Cards	0.00	65.99	
✓G806 Personal Needs	52.99	2,419.20	
✓G807 Other Expenditure	43.53	1,501.36	
✓G808 Write offs	0.00	2.79	
✓G809 Vehicle Maintenance Costs	0.00	0.00	
✓G810 TV & Internet costs	21.60	225.46	
✓G811 Insurance Costs	0.00	0.00	
✓G812 Takeaway Food for Mil Patients	611.13	2,566.77	
	729.25		7,169.99 ✓
<u>Internal Transfers Out</u>			
✓G900 Transfer Out	0.00	0.00	
	0.00		0.00 ✓
			<u>8160.69</u>

	<u>Turnover this month</u>		<u>Turnover year to date</u>	
Unrealised Losses on Investments				
0950 Unrealised Loss on Investments	19,308.56	19,308.56	62,031.82	62,031.82
GPF Total Expenditure		20,050.95		70,192.51
GPF Income Over Expenditure		-19,544.84		10,914.08

	<u>Turnover this month</u>	<u>Turnover year to date</u>
Trading Account Analysis -----		
Trading Expenditure -----		
Trading Income -----		
Income Over Expenditure	0.00	0.00
 Non Primary Purpose Trading Analysis -----		
Trading Expenditure -----		
Trading Income -----		
Income Over Expenditure	0.00	0.00

Royal Centre for Defence Medicine

	<u>Turnover this month</u>		<u>Turnover year to date</u>	
Restricted Funds Analysis				
Income				

Voluntary Income				

R001 Help for Heroes	0.00	0.00	0.00	0.00
Activities for Generating Funds				

R001 Help for Heroes	0.00	0.00	0.00	0.00
Investment Income				

R001 Help for Heroes	0.00	0.00	0.00	0.00
Income Resources from Charitable Activiti				

R001 Help for Heroes	0.00	0.00	0.00	0.00
Other Incoming Resources				

R001 Help for Heroes	0.00	0.00	0.00	0.00
		0.00		0.00
		-----		-----
Total Income excluding transfers		0.00		0.00

Royal Centre for Defence Medicine

	<u>Turnover this month</u>		<u>Turnover year to date</u>	
<u>Expenditure</u>				
<u>Investment Management Costs</u>				
R001 Help for Heroes	0.00	0.00	0.00	0.00
<u>Costs of Generating Funds</u>				
R001 Help for Heroes	0.00	0.00	0.00	0.00
<u>Charitable Activities</u>				
R001 Help for Heroes	0.00	0.00	0.00	0.00
<u>Governance Costs</u>				
R001 Help for Heroes	0.00	0.00	0.00	0.00
<u>Grants and Donations</u>				
R001 Help for Heroes	0.00	0.00	0.00	0.00
<u>Other Costs</u>				
R001 Help for Heroes	0.00	0.00	0.00	0.00
		<u>0.00</u>		<u>0.00</u>
Total Expenditure excluding transfers		0.00		0.00
<u>Internal Transfers</u>				
R001 Help for Heroes	0.00	0.00	0.00	0.00
		<u>0.00</u>		<u>0.00</u>
Restricted funds Income Over Expenditure		0.00		0.00

	<u>Turnover this month</u>	<u>Turnover year to date</u>
Designated Funds Analysis ✓		
Income		

Voluntary Income		

	0.00	0.00
Activities for Generating Funds		

	0.00	0.00
Investment Income		

	0.00	0.00
Income Resources from Charitable Activiti		

	0.00	0.00
Other Incoming Resources		

	0.00	0.00
	-----	-----
Total Income excluding transfers	0.00	0.00

	<u>Turnover this month</u>	<u>Turnover year to date</u>
Expenditure		

Investment Management Costs		

Costs of Generating Funds	0.00	0.00

Charitable Activities	0.00	0.00

Governance Costs	0.00	0.00

Grants and Donations	0.00	0.00

Other Costs	0.00	0.00

	0.00	0.00
	-----	-----
Total Expenditure excluding transfers	0.00	0.00
Internal Transfers		

	0.00	0.00
	-----	-----
Designated funds Income Over Expenditur	0.00	0.00
	-----	-----

	<u>Turnover this month</u>	<u>Turnover year to date</u>
Endowment Funds Analysis		
Income		

Voluntary Income		

	0.00	0.00
Activities for Generating Funds		

	0.00	0.00
Investment Income		

	0.00	0.00
Income Resources from Charitable Activiti		

	0.00	0.00
Other Incoming Resources		

	0.00	0.00
	-----	-----
Total Income excluding transfers	0.00	0.00

	<u>Turnover this month</u>	<u>Turnover year to date</u>
Expenditure/		

Investment Management Costs		

	0.00	0.00
Costs of Generating Funds		

	0.00	0.00
Charitable Activities		

	0.00	0.00
Governance Costs		

	0.00	0.00
Grants and Donations		

	0.00	0.00
Other Costs		

	0.00	0.00
	-----	-----
Total Expenditure excluding transfers	0.00	0.00
Internal Transfers		

	0.00	0.00
	-----	-----
Endowment funds Income Over Expenditu	0.00	0.00
	-----	-----

March 2022

	<u>Turnover this month</u>	<u>Turnover year to date</u>
COST OF GOODS SOLD -----		
(A)	0.00	0.00
Value of goods disposed at cost		
(B)	0.00	0.00
COST OF GOODS SOLD (A - B) = (C)	0.00	0.00
INCOME FROM SALES -----		
INCOME FROM SALES (D)	0.00	0.00
SURPLUS -----		
Income from sales (Total from D)		
Deduct cost of goods sold (Total from C)		
SURPLUS (E)	0.00	0.00
Gross profit is therefore:	100 %	100 %
$\frac{E \times 100}{C} \%$		
NET SURPLUS (F)	0.00	0.00
Total Percentage is therefore:	100 %	100 %
$\frac{F \times 100}{C} \%$		

Royal Centre for Defence Medicine

Balance date to end of March 2022

All nominal codes

Without cost centre codes shown

<u>A\C Code</u>	<u>Name</u>	<u>Balance</u>	<u>Year Movement</u>
B100✓	Capital Property	3,324.57	0.00
B300✓	Investment Parmenion PCP46465	264,361.54	-1,680.39
B301✓	Investment 100416823	290,294.11	-10,815.30
B500✓	Debtors	0.00	0.00
B650✓	Current bank account	114,856.62	23,408.82
B680✓	Petty Cash	185.75	0.95
B700✓	Creditors	0.00	0.00
B749✓	Suspense Account	0.00	0.00
B750✓	VAT control	0.00	0.00
B760✓	VAT payable	0.00	0.00
B900✓	Accumulated GPF	-662,108.51	-10,566.07
R001✓	Help for Heroes	0.00	0.00
		673,022.59	-662,108.51
		<u>10,914.08</u>	<u>23,409.77</u>
			<u>348.01</u>

Royal Centre for Defence Medicine

<u>A/C Code</u>	<u>Name</u>	<u>Balance</u>	<u>Month Movement</u>
G001 ✓	Public Donations	-31,200.34	-503.88
G125 ✓	Interest	-9.95	-1.74
G150 ✓	Activities income	0.00	0.00
G300 ✓	Minibus Sale	0.00	0.00
G301 ✓	Unpresented Payments	-360.17	-0.49
G302 ✓	Grant from Help For Heroes	0.00	0.00
G400 ✓	Transfer In	0.00	0.00
G450 ✓	Gains Reval of Fixed Assets	-32,541.00	0.00
G460 ✓	Unrealised Gain on Investments	-16,995.13	0.00
G520 ✓	PWF Website	32.34	13.14
G521 ✓	Presentations	0.00	0.00
G522 ✓	Fundraising	0.00	0.00
G600 ✓	Purchases for Auction	0.00	0.00
G601 ✓	Expendable Property	958.36	0.00
G700 ✓	Group Activites	0.00	0.00
G701 ✓	Refreshments	0.00	0.00
G702 ✓	Donations	0.00	0.00
G750 ✓	Stationery	0.00	0.00
G751 ✓	Trustee Training	0.00	0.00
G770 ✓	Flowers/Cards	0.00	0.00
G800 ✓	Visits	0.00	0.00
G801 ✓	Funerals	0.00	0.00
G802 ✓	Insurance	388.42	0.00
G803 ✓	Property Depreciation	0.00	0.00
G804 ✓	TV Cards	0.00	0.00
G805 ✓	Telephone Cards	65.99	0.00
G806 ✓	Personal Needs	2,419.20	52.99
G807 ✓	Other Expenditure	1,501.36	43.53
G808 ✓	Write offs	2.79	0.00
G809 ✓	Vehicle Maintenance Costs	0.00	0.00
G810 ✓	TV & Internet costs	225.46	21.60
G811 ✓	Insurance Costs	0.00	0.00
G812 ✓	Takeaway Food for Mil Patients	2,566.77	611.13
G900 ✓	Transfer Out	0.00	0.00
G950 ✓	Unrealised Loss on Investments	62,031.82	19,308.56
T740 ✓	Sales discounts given	0.00	0.00

Royal Centre for Defence Medicine

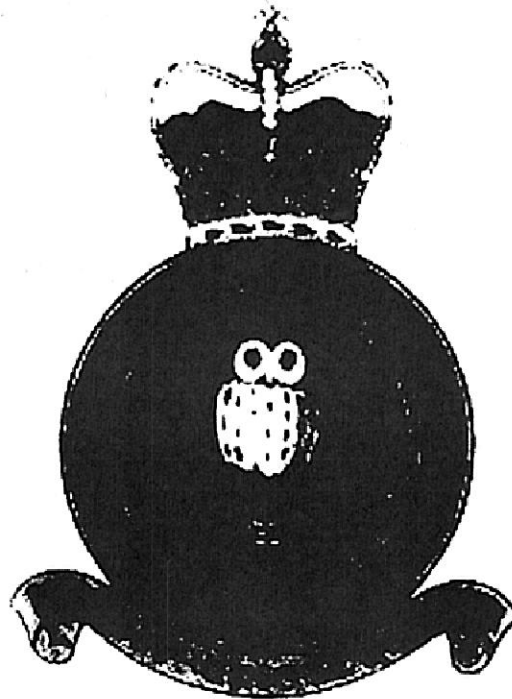
<u>A/C Code</u>	<u>Name</u>	<u>Balance</u>		<u>Month Movement</u>	
T750	Purchase discounts taken	0.00		0.00	
		70,192.51	-81,106.59	20,050.95	-506.11
		<u>-10,914.08</u>		<u>19,544.84</u>	
		<u>0.00</u>			


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SPF

ROYAL CENTRE FOR DEFENCE MEDICINE PATIENT WELFARE FUND

England & Wales - Charity number 1191273

Accounts



<h1 style="margin: 0;">AF N1514 – 2020/21</h1> <h2 style="margin: 0;">Service Patient Welfare Fund</h2> <h3 style="margin: 0;">(SPWF)</h3>

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**Service Non Public Funds Final Accounts,
 Managing Trustee's Report, Internal Audit
 Board Report and Independent Examiner's Report (SORP 2005 compliant)
 Regimental Accountant Scheme**

Army Form N1514
 (Rev 11/09)

Unit: Royal Centre for Defence Medicine (RCDM)

Address: Queen Elizabeth Hospital, Mindelsohn Way, Edgbaston, Birmingham, B15 2TH

In respect of the: Service Patients Welfare Fund (PWF)

Fund/Charity

Charity Commission/Regulator registered number: 1131194

For the period from: 01 Apr 20[✓] To 31 Mar 21[✓]

Managing Trustee(s) during the period:

From	01 Apr 20 [✓]	to	31 Mar 21	Name	Col T P Steele

Fund Manager(s) during the period:

From	31 Mar 20 [✓]	to	18 Sep 20	Name	Maj Murphy
From	18 Sep 20	to	31 Mar 21 [✓]	Name	Maj Smith

Internal Auditor(s) during the period:

From	01 Apr 20 [✓]	to	09 Nov 20	Name	Maj Subba
From	09 Nov 20	to	31 Mar 21 [✓]	Name	Capt Horton MBE

Associate Auditor(s) during the period:

Associate Auditor	
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Regimental Accountant(s) during the period:

From	01 Apr 20 [✓]	to	27 Nov 20	Name	SSgt Francois
From	27 Nov 20	to	31 Mar 21 [✓]	Name	Sgt Naylor
From		to		Name	

Notes to the Accounts (Paras 2 to 12 are to be completed by all funds which have a gross income of £100K or over and those funds already registered with the Charity Regulator, all other funds are to complete Paras 6 and 7 and the declarations at Para 12):

1. Principal Accounting Policies

- a. Accounting Convention. The financial statements are prepared under the historical cost convention as modified by the inclusion of investments at market value and in accordance with applicable accounting standards. In preparing the financial statements the charity follows best practice as set out in the Statement of Recommended Practice 'Accounting and Reporting by Charities' (SORP) 2005 (<http://www.charitycommission.gov.uk/investigations/sorp/sorp05docs.asp>)
- b. Incoming Resources. Income is recognised in the period in which the charity is entitled to receipt, and the amount can be measured with reasonable certainty. Grants from other agencies including donations and other income from activities are in furtherance of the charity's objects and are part of the general funds of the charity. A restricted fund is only recognised where this is an agreed and explicit condition of the grant or donor.
- c. Intangible Income. Due to the close collaborative relationship and the manner in which the charity's activities compliment those of the Army, intangible income, reflected in time and use of premises is not quantifiable or measurable and so is not recognised in the accounts.
- d. Resources Expended and Basis of Allocation of Costs. Expenditure is included when incurred or exceptionally where a commitment is made which requires an accrual when payment is to be made in the subsequent accounting period. Similarly, where prepayments are made in recognition of commitments falling due in a subsequent accounting period, the appropriate credit is entered in the accounts and reversed the following year. Grants payable are included in the SOFA when approved by the Managing Trustee. Expenditure is recognised in the period in which it is incurred. The majority of costs are directly attributable to specific activities. Irrecoverable VAT is charged to the activity for which it was incurred.
- e. Governance Costs. Governance costs are the costs of professional advice, holding trustee meetings or committee meetings associated with decision making, any fee for audit or independent examination and any fee incurred in the preparation, statutory filing, printing or copying of the annual report and accounts.
- f. Capitalisation and Depreciation of Tangible Fixed Assets. All assets having a purchase value of more than £500 are capitalised. The cost of tangible fixed assets are written off by equal annual instalments over their expected useful lives using the following methods of depreciation:

Furniture, fixtures and equipment -	Straight Line over a period of 2 – 10 years.
Motor vehicles -	Straight Line over a period of 2 – 10 years.

Assets with a life of more than one year but with a purchase value of below £500 are included within the inventory but the cost is written off in the year it is incurred and is not depreciated over the useful life of the asset. Where the asset is depreciated over a period of more than 10 years, details of the item and period are to be provided following the notes on page 14.

- g. Fixed Asset Investments. Fixed asset investments are included at market value at the balance sheet date. Any gain or loss on revaluation is shown in the Statement of Financial Activities (SOFA).
- h. Stocks. Purchased stocks are valued at the lower cost or net realisable value making due allowance for any obsolete or slow-moving items.
- i. Funds Accounting. Funds held by the charity are:
- (1) General Purpose/Unrestricted /Designated Funds. These are funds that can be used in accordance with the charitable objects at the discretion of the Managing Trustee. Designated funds are unrestricted funds which have been allocated/earmarked for a particular purpose by the Managing Trustee and are to be declared in the Managing Trustees comments in accordance with Para 12 to these notes stating what they are intended to be used for and when.
 - (2) Endowment Funds. Endowment funds are those investments and other gifts accepted by the unit, the capital sum or property being held in perpetuity and the income only being available for charitable use.
 - (3) Restricted Funds. These are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes. Further explanation of the nature and purpose of each fund is to be included in the notes to the accounts.
- j. Heritage Assets. In the course of the unit's history, the charity may have acquired gifts, memorabilia, regalia, silverware, antiques and other historical artefacts in the course of distinguished military service in service of the Crown. The value of these pieces is in large part derived from their close association with Regimental history which precludes the use of conventional valuation techniques being applied. Whilst the objects of the charity do not specifically include preservation and conservation, the pieces represent an essential element of celebrating the unit's history and foster esprit-de-corps. Consequently the Managing Trustee considers the charity to hold heritage assets both for functional use and as an element of national history on behalf of the nation. Heritage assets acquired prior to 1 Apr 06 are therefore not capitalised on the balance sheet but a description of those assets is disclosed as part of the notes to the accounts. Heritage assets acquired after 1 Apr 06 where the purchase price is known and which exceed £500.00 are included in the balance sheet at acquisition value but are not depreciated.
- k. Other Costs. Other costs are those costs not incurred in the undertaking of charitable activity in furtherance of the objects of the charity, i.e. the provision of facilities, recreational programmes or activities in furtherance of military efficiency. They are also costs incurred in the making of grants and donations, in the costs of generating funds, i.e. the costs incurred in trading or fundraising undertaken by the charity, or in governance costs.

2. Grants Made. (if total grants are over 5% of the charity's total expenditure).

The charity made the following grants/donations:

Grants to institutions

Name of institutions	Purpose	Total number of grants given	Total amount of grants paid
Total grants to institutions			

Grants to individuals

Purpose	Total number of grants given	Total amount of grants paid
Total		

3. Related Party Transactions & Remuneration and Expenses

Whilst the charity has a close working relationship with the Army, there are no transactions with the Army which require disclosure under SORP 2005. The only transactions made by the charity in favour of the unit are wholly attributable to the charitable activities of furthering military efficiency. The Managing Trustee is an officer or equivalent and fulfils the role as trustee in accordance with the applicable laws and regulations. No expenses have been paid to the trustee. In the event that expenses have been paid to the trustee these are disclosed under the Managing Trustee's comments.

4. Analysis of Capital Property

	Fixtures, fittings & equipment	Motor vehicles	Total
	£	£	£
Balance b/f	£5,376.72	£0.00	£5,376.72
Purchases	£0.00	£0.00	£0.00
Sales & W/Os	£0.00	£0.00	£0.00
Depreciation	£2052.15	£0.00	£2,052.15
Balance c/f	£3,324.57	£0.00	£3,324.57

5. Total Value of Investments by Category

	Value £
Carrying value (market value) at beginning of year	£552,636.02
Add additions to investments at cost (investments purchased)	£0.00
Less disposals at carrying value (investments sold)	£0.00
Add/(deduct) net gain/(loss) on revaluation (gain/loss at end of accounting period/audit)	+ £14,515.32
Carrying value (market value) at end of year	£567,151.34

Breakdown of Market Values at

<u>Year End</u>	GPF/ Unrestricted	Restricted	Endowment	Total value	Income during year
	Value-£	Value-£	Value-£	Value-£	Value-£
Investment properties					
Investments listed on a recognised stock exchange					
Investments held in unit trusts or other collective investment schemes					
Investments in subsidiary or connected undertakings and companies					
Securities not listed on a recognised Stock Exchange					
Cash held as part of the investment portfolio					
Other investments					
Total					

6. List of Debtors

Debtor	Date of Debt	Amount
N/A		

* There are no amounts falling due after more than one year (delete as appropriate).

7. List of Creditors

Creditor	Date of Credit	Amount
N/A		

* There are no amounts falling due after more than one year (delete as appropriate).

8. Paid Employees

	This year £	Last year £
Gross wages paid		
Employer's National Insurance paid		
Pension Contributions paid		
Total staff costs		

Give the number of employees who were engaged in each of the following activities:

	This year	Last year
Costs of generating funds		
Charitable activities		
Other		
Total		

No individual employee received a salary of over £60000.00

9. Governance Costs

	This year £	Last year £
Audit or independent examination fee		

10. Restricted/Endowment Funds

Give details of the movements of the individual funds summarised in the restricted and endowment column of the Statements of Financial Activities (SOFA).

Fund Name	Fund Bal B/F	Incoming Resources for period	Outgoing Resources for period	Transfers	Gains and Losses	Fund Bal C/F
Help for Hero's	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00

A brief explanation as to the nature and purpose of the charity's Restricted Funds is to be provided.

Name of Restricted Fund	Purpose of fund
Help for Hero's	Restricted Fund to hold and evidence I & E for Help for Hero's.

11. Heritage Assets.

Heritage assets that are owned by the charity but purchased/acquired prior to 1 Apr 06 are not included in the charity's capital property value (see note 1.j). A list/description of these assets is below:

NA

12. Declarations

All of the charity's commitments are provided for in the accounts.

No guarantees have been given to third parties.

The charity has not received any loans that are outstanding at the year-end and secured on assets.

The charity has not granted any loans to institutions or companies connected with the charity.

The charity did not make any ex-gratia payments during the year.

Sufficient resources are held in an appropriate form to enable each fund to be applied in accordance with the restrictions imposed.

The financial activities, assets and liabilities of all the charity's branches or sections have been included.

☾ The trustees have not changed the year end date or the length of the charity's financial year.

The charity has no designated funds (if there are designated funds the reason for designation and when each designated fund is intended to be used by is to be stated in the Managing Trustee report).

All the charity's operations are continuing operations and there were no operations discontinued or acquired during the year.

No funds (unrestricted, designated, restricted or endowment) are in deficit at the balance sheet date.

The charity has no intangible assets.

There were no inter-fund loans outstanding at the balance sheet date.

☾ None of the charity's functional fixed assets have been re-valued during the year and the charity does not have a policy of revaluation of these assets.

The charity has no subsidiary companies.

The charity has no material fixed assets which have not been capitalised and included in the balance sheet.

No internal transfers have occurred out of restricted/endowment funds. In the event that a transfer has taken place, full details of the reason for the transfer are disclosed in the Managing Trustee's comments.

All investments held are investment assets in the UK unless otherwise stated.

Note: Where any of the declarations are not correct they are to be crossed out and details provided in the Managing Trustees comments.

Additional comments:

Date: 7/6/21

Signature Scott Smith

Name Maj S Smith

Fund Manager

Managing Trustee's Annual Report and Comments:

Unit: **Royal Centre for Defence Medicine (RCDM)**

Address: **Queen Elizabeth Hospital, Mindelsohn Way, Edgbaston, Birmingham, B15 2TH**

Charity name and Charity Commission/Regulator registered number:

Service Patients Welfare Fund (PWF) No. 1131194

Description of the charity's trusts

This should include:

- a. Details, including date if known of the charity's governing document (e.g. trust deed, will, constitution etc); and
- b. A brief explanation of the charity's objects.

Where applicable, you may choose to give details of any specific investment powers of the charity.

Governing Document (e.g. Trust Deed, Constitution)	Governing Document <i>Constitution required to be accepted and voted into the fund.</i>
----------------------------------------------------	--------------------------------------------------------------------------------------------

Objects of the Charity	The promotion of efficiency of the Armed Forces of the Crown by the provision and support of facilities and activities for the efficiency and well-being of service personnel as inpatients into medical facilities in the QE hospital. Additionally, this support will be extended to patients and their families who are receiving treatment within other UK based hospitals as a direct result of being evacuated to the UK from overseas.
------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Explain briefly how trustees are elected or appointed and details of any induction and trustee training attended.

Trustee selection method	Managing Trustee is CO RCDM by virtue of their appointment. All Trustees are nominated by the Managing Trustee
--------------------------	-------------------------------------------------------------------------------------------------------------------

Trustee induction and training	The Managing Trustee has attended the Commanding Officer (Designate) course. Fund Managers are required to complete the FM e-Learning course which is hosted on the DLE within 1 month of assuming the appointment (see SFR para 0222a)
--------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Explain about what the charity is trying to do and how it is going about it. You are only required to provide a brief summary of the main activities and achievements of the charity during the year in relation to its objects.

Summary of main activities in relation to the Charity's objects	Welfare and social activities that benefit the rehabilitation and recovery of Military patients (including Veterans) and support to families
Summary of main achievements of the Charity during the year	The maintenance of Military cohesion and identity by the promotion of welfare support. Due to the COVID 19 pandemic there has been little movement within the funds other than support to Military inpatients.

Provide a brief review of the financial position of the charity. This should include the principal types of income.

Financial Review	The Charity does not actively fund raise but relies on regular donations and dividends from the investment portfolios and bank interest. The charity has a strong Investment portfolio's which has seen a positive figure paid in as dividends.
------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

The Managing Trustee should give in their report a description of the following policies:

- a. For the selection of investments for the charity.
- b. For determining the level of income reserves held, stating and explaining the level of reserves held.
- c. Where grants are made by the charity, the selection of individuals and institutions who are to receive grants out of the assets of the charity.

Financial reserves policy	Financial reserves are held as the Investment Portfolios.
---------------------------	-----------------------------------------------------------

Investments selection policy and performance of those investments.	Legacy investments held
--------------------------------------------------------------------	-------------------------

Provide the name of all trustees/the Managing Trustee(s) during the report year.

Managing Trustee's name/trustees' names	MT - Col TP Steele, CO RCDM FM – Maj S Smith
-----------------------------------------	-------------------------------------------------

Serious Incidents	Nil
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Public Benefit Statement	<p>This fund provides public benefit by assisting service personnel to more effectively perform their roles within the Armed Forces of the Crown. It does this by providing and supporting the rehabilitation and recovery of patients. This assistance enables service personnel to face the challenges and danger associated with military service by developing and maintaining teamwork, confidence, character, spirit and attitude. As a result, the fund promotes the efficiency of the Armed Forces of the Crown by enhancing the British Army's capability to undertake the roles demanded of it including the defence of the United Kingdom and its interests.</p> <p>(I confirm that I have paid due regard to the Charity Commission of England and Wales's guidance on public benefit when deciding what activities, the charity should undertake.)</p>
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*delete as appropriate.

** replace with wording appropriate to activities of fund e.g. '*providing and supporting mess facilities and social activities*'; or '*providing and supporting sporting and adventure training activities*.'

Additional comments (include any declarations which were not correct (Pg 12/13)):

Signature TS Steele

Name Col TS Steele

Date: 14 Sept 21

Appointment CO

Internal Auditor's/Audit Board Report

1. I have examined the books of account and records from which the final accounts were prepared and have obtained all the information and explanations that were necessary for the purpose of my internal audit.
2. I certify that end of period checks have been conducted in accordance with Service Funds Regulations.
3. Subject to the observations given below I am satisfied that proper books of account have been kept and that the final accounts give a true and fair view of the results of transactions over the period and of the state of the Fund's affairs as at the date of the balance sheet. Subject also to my observations I am satisfied that cash and bank balances and stocks on hand have been properly checked at prescribed intervals and that adequate insurance exists.
4. I have stamped and signed the original books of account and the original records I/we have checked. All vouchers relating to this account period have been cancelled.
5. I have made the following observations whilst carrying out the internal audit:
 - a. Previous have been actioned

IA Comments

6. **General.** A fund that is not managed within the normal procedures of the Regt Acct scheme. However, the IA has continued to audit the fund as directed and which has been managed by RCDM Regt Acct. The fund does not benefit members of the unit unless they are inpatients of the hospital and does not contribute to unit activities. The petty cash float was not withdrawn at the end of the accounting period due to secretary of the fund WFH. JA
7. **Property.** The fund does hold property but is not managed correctly at present. Due to the COVID 19 response, it was only identified by the new IA that property checks have not been completed and there has been no BOO to act as associate auditors; this is currently being rectified now that personnel are gradually returning to work. However, depreciation has been completed on the total held against Paxton. JA
8. **Trading.** The fund does not hold any trading stock and as such does not have any % profit. No T codes other than T740 showing on Paxton but with no movement. No T008 code active. JA
9. **GPF.** There are no Creditors or Debtors to the fund. Expenditure has been above income during this accounting period (expenditure £3949.25 above income) this has been a result of the impact of COVID 19 on the income movement within the fund. However there has been no overspend in the fund. The fund has paid its insurance @ £765.12. The fund has no liability for PPL/PRLs. Low level housekeeping required on G codes, FM and Regt Acct to confirm actions. JA
10. **Restricted Funds.** All funds are at zero and there are no active funds. JA
11. **Investments.** The fund holds a substantial investment portfolios. Dividends earned are paid directly to the fund in quarterly payments. This financial year has yielded £14[£] in dividends. All investments are monitored by the board of trustees. JA

Lesa,
~~As the Internal Auditor, I would expect you to add some notes to demonstrate your understanding of the Fund.~~

Apologies. Comments seen on previous page. I did not expect them to be typed and separate to your signature block.

 SOZ
SPS.

Signature 

Name Capt L Horton MBE

Appointment RAO

Date: 300421

Comd/SO2 SPS – Independent Examiner's Report on the Accounts, and Comments

Respective Responsibilities of Trustees and Examiner

The Charity's Trustees are responsible for the preparation of the accounts. The Charity's Trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act) and that an independent examination is needed.

It is my responsibility to:

- a. Examine the accounts (under section 43(3)(a) of the Act).
- b. Follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 43(7)(b) of the Act).
- c. State whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination was carried out in accordance with General Directions given by the Charity Commissioners. 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 the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention (other than that disclosed overleaf*):

- a. Which gives me reasonable cause to believe that in any material respect the requirements:
 - (1) To keep accounting records in accordance with section 41 of the 1993 Act:
 - (2) To prepare accounts which accord with the accounting records and comply with the accounting requirements of the Act:

have not been met.

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

* Delete as applicable.

Comd/SO2 SPS – Independent Examiner's Report on the Accounts, and Comments

Disclosure Section (Only to be completed if the examiner needs to highlight material problems/discrepancies)

Give here brief details of any items that the examiner wishes to disclose

The 40% depreciation of the value of the property needed some explanation as it is a significant drop in value. *JA*

Comd/SO2 SPS Comments

This fund is well administered, but poorly run. What I mean by this is that the Fund has stagnated and though financially very healthy, it is not being managed in a way that meets its Objective. This maybe due to a lack of patients to help, but the future of the Fund should be considered by the Fund Manager & Managing Trustee to ensure the fund is helping people and not simply growing unchecked. However, having too much money is rarely a problem.

Independent Examiner's
Signature



Name

Maj B Subba J. HARTLEY

Date: 14 Dec 21

Appointment

SO2 SPS

Statement of Financial Activities as at 31/03/2020

Paxton+

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Printed: 01/04/2021

Royal Centre for Defence Medicine

SPWF

	Unrestricted* Designated GPI Funds	Restricted Funds	Endowment Funds	Total Funds	Previous Period Total Funds
Incoming Resources					
Voluntary Income	45,578.11	0.00	0.00	45,578.11	6,356.49
Activities for Generating Funds	0.00	0.00	0.00	0.00	0.00
Investment Income	115.81	0.00	0.00	115.81	57.79
Income Resources from Charitable Activities	0.00	0.00	0.00	0.00	0.00
Other Incoming Resources	274.55	-1,847.13	0.00	-1,572.58	2,548.02
Total Incoming Resources	45,968.47	-1,847.13	0.00	44,121.34	8,962.30
Resources Expended Cost of Generating Funds					
Investment Management Costs	0.00	0.00	0.00	0.00	0.00
Costs of Generating Funds	158.12	0.00	0.00	158.12	234.00
Charitable Activities	-1,554.32	-1,847.13	0.00	-3,201.45	1,121.26
Governance Costs	7.98	0.00	0.00	7.98	25.12
Grants and Donations	7.49	0.00	0.00	7.49	0.00
Other Costs	10,550.60	0.00	0.00	10,550.60	11,882.93
Total Resources Expended	9,369.87	-1,847.13	0.00	7,522.74	13,263.31
Net Incoming/Outgoing Resources Before Transfers	36,598.60	0.00	0.00	36,598.60	-4,301.01
Transfers					
Gross transfers between funds (internal transfers)	0.00	0.00	0.00	0.00	0.00
Net Incoming resources before holding gains and losses	36,598.60	0.00	0.00	36,598.60	-4,301.01
Holding Gains/Losses					
Gains on revaluation of the charity's fixed assets	0.00	0.00	0.00	0.00	0.00
Unrealised Gains/Losses on investment assets	54,039.21	0.00	0.00	54,039.21	4,269.64
Net Movement in Funds	90,637.81	0.00	0.00	90,637.81	-31.37
Reconciliation of Funds					
Total funds brought forward from previous year	560,904.63	0.00	0.00	560,904.63	
Total funds carried forward	651,542.44	0.00	0.00	651,542.44	

Statement of Financial Activities as at 31/03/2021

Paxton+

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Printed: 01/04/2021

Royal Centre for Defence Medicine

SPWF

	Unrestricted Designated GPF Funds	Restricted Funds	Endowment Funds	Total Funds	Previous Period Total Funds
Incoming Resources					
Voluntary Income	3,292.44 ✓	0.00	0.00	3,292.44	45,578.11
Activities for Generating Funds	0.00 ✓	0.00	0.00	0.00	0.00
Investment Income	63.46 ✓	0.00	0.00	63.46	115.81
Income Resources from Charitable Activities	0.00 ✓	0.00	0.00	0.00	0.00
Other Incoming Resources	0.00 ✓	0.00	0.00	0.00	-1,572.58
Total Incoming Resources	3,355.90 ✓	0.00	0.00	3,355.90	44,121.34
Resources Expended Cost of Generating Funds					
Investment Management Costs	0.00 ✓	0.00	0.00	0.00	0.00
Costs of Generating Funds	229.14 ✓	0.00	0.00	229.14	158.12
Charitable Activities	115.32 ✓	0.00	0.00	115.32	-3,201.45
Governance Costs	0.00 ✓	0.00	0.00	0.00	7.98
Grants and Donations	0.00 ✓	0.00	0.00	0.00	7.49
Other Costs	6,960.69 ✓	0.00	0.00	6,960.69	10,550.60
Total Resources Expended	7,305.15	0.00	0.00	7,305.15	7,522.74
Net Incoming/Outgoing Resources Before Transfers	-3,949.25	0.00	0.00	-3,949.25	36,598.60
Transfers					
Gross transfers between funds (internal transfers)	0.00 ✓	0.00	0.00	0.00	0.00
Net Incoming resources before holding gains and losses	-3,949.25	0.00	0.00	-3,949.25	36,598.60
Holding Gains/Losses					
Gains on revaluation of the charity's fixed assets	581.44	0.00	0.00	581.44 ✓	0.00
Unrealised Gains/Losses on investment assets	13,933.88	0.00	0.00	13,933.88	54,039.21
Net Movement in Funds	10,566.07 ✓	0.00	0.00	10,566.07	90,637.81
Reconciliation of Funds					
Total funds brought forward from previous year	651,542.44	0.00	0.00	651,542.44	
Total funds carried forward	662,108.51	0.00	0.00	662,108.51	

March 2021

<u>End of last year</u>		<u>Balance</u>
	Fixed Assets	
5,376.72 ✓	Capital Property	3,324.57 ✓
257,965.78	Investment Parmenion BCP46465	266,041.93 ✓
294,670.24	Investment 100416823	301,109.41 ✓
558,012.74	Total Fixed Assets	570,475.91
	Current Assets	
93,311.40	Current bank account	97,447.80 ✓
218.30	Petty Cash	184.80 ✓
0.00	Debtors	0.00 ✓
93,529.70	Total Current Assets	91,632.60
651,542.44	Total Assets	662,108.51
	Liabilities	
0.00	Creditors	0.00 ✓
0.00	Suspense Account	0.00 ✓
0.00	VAT control	0.00 ✓
0.00	VAT payable	0.00 ✓
0.00	Total Liabilities	0.00
651,542.44	Total Assets Minus Liabilities	662,108.51
	Total Funds	
0.00	Total Restricted Funds	0.00 ✓
0.00	Total Endowment Funds	0.00 ✓
0.00	Total Designated Funds	0.00 ✓
651,542.44	Accumulated Trading & GPF	662,108.51
651,542.44	Total Funds	662,108.51 ✓

<u>End of last year</u>		<u>Balance</u>
	Funds Analysis	

	Designated Funds	

0.00		0.00
	Restricted Funds	

0.00	Help for Heroes	0.00
0.00		0.00
	Endowment Funds	

0.00		0.00
	Trading and General Purpose Funds	

0.00	Trading surplus	0.00
0.00	Non Primary Purpose trading surplus	0.00
90,637.81	General Purpose Fund surplus	10,566.07
90,637.81	Trading & GPF surplus	10,566.07
560,904.63	Balance at last balance sheet	651,542.44
651,542.44	Accumulated Trading & GPF	662,108.51
651,542.44	Grand total	662,108.51

Signature of A/C Holder / Fund Manager

[Handwritten Signature]

Date 14/Sep/21

Signature of Managing Trustee

Date -----

Please ensure MT signs in future.

Royal Centre for Defence Medicine

March 2021

		<u>Turnover this month</u>	<u>Turnover year to date</u>
<u>COST OF GOODS SOLD</u>			
	(A)	0.00	0.00
Value of goods disposed at cost	(B)	0.00	0.00
<u>COST OF GOODS SOLD (A - B) = (C)</u>			
		0.00	0.00
<u>INCOME FROM SALES</u>			
INCOME FROM SALES	(D)	0.00	0.00
<u>SURPLUS</u>			
Income from sales (Total from D)			
Deduct cost of goods sold (Total from C)			
SURPLUS	(E)	0.00	0.00
Gross profit is therefore:		100 %	100 %
$\frac{E \times 100}{C} \quad \%$			
<u>NET SURPLUS (F)</u>			
		0.00	0.00
Total Percentage is therefore:		100 %	100 %
$\frac{F \times 100}{C} \quad \%$			

 March 2021

	<u>Turnover this month</u>		<u>Turnover year to date</u>	
GPF Analysis				
Income				

Voluntary Income				

G000 Public Donations	58.88	58.88	3,292.44	3,292.44
Activities for Generating Funds				

		0.00		0.00
Investment Income				

G125 Interest	1.49	1.49	63.46	63.46
Income Resources from Charitable Activities				

Trading Income	0.00		0.00	
G150 Activities income	0.00	0.00	0.00	0.00
Other Income				

Non Primary Purpose Trading Income	0.00		0.00	
G300 Minibus Sale	0.00		0.00	
G301 Unpresented Payments	0.00		0.00	
G302 Grant from Help For Heroes	0.00	0.00	0.00	0.00
Internal Transfers In				

G400 Transfer In	0.00	0.00	0.00	0.00
Gains on Revaluation of Fixed Assets				

G450 Gains Reval of Fixed Assets	0.00	0.00	581.44	581.44
Unrealised Gains on Investment Assets				

G460 Unrealised Gain on Investments	0.00	0.00	65,572.91	65,572.91
GPF Total Income		60.28		69,510.25

	<u>Turnover this month</u>	<u>Turnover year to date</u>
<u>Expenditure</u>		
<u>Investment Management Costs</u>		
	0.00	0.00
<u>Costs of Generating Funds</u>		
G520 PWF Website	0.00	229.14
G521 Presentations	0.00	0.00
G522 Fundraising	0.00	0.00
	0.00	229.14
<u>Charitable Activities</u>		
Trading costs	0.00	0.00
G600 Purchases for Auction	0.00	0.00
G601 Expendable Property	0.00	34.30
G700 Group Activities	0.00	0.00
G701 Refreshments	0.00	81.02
G702 Donations	0.00	0.00
	0.00	115.32
<u>Governance Costs</u>		
G750 Stationery	0.00	0.00
G751 Trustee Training	0.00	0.00
	0.00	0.00
<u>Grants and Donations</u>		
G770 Flowers-Cards	0.00	0.00
	0.00	0.00
<u>Other Costs</u>		
Non Primary Trading Costs	0.00	0.00
G800 Visits	0.00	0.00
G801 Funerals	0.00	0.00
G802 Insurance	0.00	765.12
G803 Property Depreciation	0.00	2,052.15
G804 TV Cards	0.00	0.00
G805 Telephone Cards	0.00	0.00
G806 Personal Needs	52.53	247.01
G807 Other Expenditure	0.00	3,234.66
G808 Write offs	0.00	0.00
G809 Vehicle Maintenance Costs	0.00	0.00
G810 TV & Internet costs	32.34	281.94
G811 Insurance Costs	0.00	0.00
G812 Takeaway Food for Mil Patients	0.00	379.81
	84.87	6,960.69
<u>Internal Transfers Out</u>		
G900 Transfer Out	0.00	0.00
	0.00	0.00

Royal Centre for Defence Medicine

	<u>Turnover this month</u>		<u>Turnover year to date</u>	
Unrealised Losses on Investments				

G950 Unrealised Loss on Investments	6,995.77		51,639.03	
		6,995.77		51,639.03
		-----		-----
GPF Total Expenditure		7,080.64		58,944.18
		-----		-----
GPF Income Over Expenditure		-7,020.36		10,566.07
		-----		-----

Royal Centre for Defence Medicine

	<u>Turnover this month</u>	<u>Turnover year to date</u>
Trading Account Analysis -----		
Trading Expenditure -----		
Trading Income -----		
Income Over Expenditure	0.00	0.00
 Non Primary Purpose Trading Analysis -----		
Trading Expenditure -----		
Trading Income -----		
Income Over Expenditure	0.00	0.00

	<u>Turnover this month</u>		<u>Turnover year to date</u>	
Restricted Funds Analysis				
Income				

Voluntary Income				

R001 Help for Heroes	0.00		0.00	
		0.00		0.00
Activities for Generating Funds				

R001 Help for Heroes	0.00		0.00	
		0.00		0.00
Investment Income				

R001 Help for Heroes	0.00		0.00	
		0.00		0.00
Income Resources from Charitable Activities				

R001 Help for Heroes	0.00		0.00	
		0.00		0.00
Other Incoming Resources				

R001 Help for Heroes	0.00		0.00	
		0.00		0.00
Total Income excluding transfers		-----	-----	-----
		0.00		0.00

Royal Centre for Defence Medicine

	<u>Turnover this month</u>		<u>Turnover year to date</u>	
Expenditure				

Investment Management Costs				

R001 Help for Heroes	0.00		0.00	
		0.00		0.00
Costs of Generating Funds				

R001 Help for Heroes	0.00		0.00	
		0.00		0.00
Charitable Activities				

R001 Help for Heroes	0.00		0.00	
		0.00		0.00
Governance Costs				

R001 Help for Heroes	0.00		0.00	
		0.00		0.00
Grants and Donations				

R001 Help for Heroes	0.00		0.00	
		0.00		0.00
Other Costs				

R001 Help for Heroes	0.00		0.00	
		0.00		0.00
Total Expenditure excluding transfers		0.00		0.00
Internal Transfers				

R001 Help for Heroes	0.00		0.00	
		0.00		0.00
Restricted funds Income Over Expenditure		0.00		0.00

	<u>Turnover this month</u>	<u>Turnover year to date</u>
Designated Funds Analysis		
Income		

Voluntary Income		

	0.00	0.00
Activities for Generating Funds		

	0.00	0.00
Investment Income		

	0.00	0.00
Income Resources from Charitable Activities		

	0.00	0.00
Other Incoming Resources		

	0.00	0.00
	-----	-----
Total Income excluding transfers	0.00	0.00

	<u>Turnover this month</u>	<u>Turnover year to date</u>
Expenditure		

Investment Management Costs		

	0.00	0.00
Costs of Generating Funds		

	0.00	0.00
Charitable Activities		

	0.00	0.00
Governance Costs		

	0.00	0.00
Grants and Donations		

	0.00	0.00
Other Costs		

	0.00	0.00
	-----	-----
Total Expenditure excluding transfers	0.00	0.00
Internal Transfers		

	0.00	0.00
	-----	-----
Designated funds Income Over Expenditur	0.00	0.00
	-----	-----

	<u>Turnover this month</u>	<u>Turnover year to date</u>
Endowment Funds Analysis		
Income		

Voluntary Income		

	0.00	0.00
Activities for Generating Funds		

	0.00	0.00
Investment Income		

	0.00	0.00
Income Resources from Charitable Activiti		

	0.00	0.00
Other Incoming Resources		

	0.00	0.00
	-----	-----
Total Income excluding transfers	0.00	0.00

Royal Centre for Defence Medicine

	<u>Turnover this month</u>	<u>Turnover year to date</u>
Expenditure		

Investment Management Costs		

	0.00	0.00
Costs of Generating Funds		

	0.00	0.00
Charitable Activities		

	0.00	0.00
Governance Costs		

	0.00	0.00
Grants and Donations		

	0.00	0.00
Other Costs		

	0.00	0.00
	-----	-----
Total Expenditure excluding transfers	0.00	0.00
Internal Transfers		

	0.00	0.00
	-----	-----
Endowment funds Income Over Expenditure	0.00	0.00
	-----	-----

Royal Centre for Defence Medicine

Balance date to end of March 2021

All nominal codes

Without cost centre codes shown

<u>A/C Code</u>	<u>Name</u>	<u>Balance</u>	<u>Year Movement</u>
B100	Capital Property ✓	3,521.57	-2,052.15
B300	Investment Parmenion ✓ PCP46465	26,6941.93	8,076.15
B301	Investment 190416823	301,109.41	6,439.17
B500	Debtors	0.00	0.00
B650	Current bank account	91,447.80	-1,863.60
B680	Petty Cash	184.80	-33.50
B700	Creditors	0.00	0.00
B749	Suspense Account	0.00	0.00
B750	VAT control	0.00	0.00
B760	VAT payable	0.00	0.00
B900	Accumulated GPF	-651,542.44	-90,637.81
R001	Help for Heroes	0.00	0.00
		662,108.51	-651,542.44
		<u>10,566.07</u>	<u>-80,071.74</u>

Royal Centre for Defence Medicine

A/C Code	Name	Balance	Month Movement
G001	Public Donations	-3,292.44	-58.88
G125	Interest	-63.46	-1.40
G150	Activities income	0.00	0.00
G300	Minibus Sale	0.00	0.00
G301	Unpresented Payments	0.00	0.00
G302	Grant from Help For Heroes	0.00	0.00
G400	Transfer In	0.00	0.00
G450	Gains Reval of Fixed Assets	-581.44	0.00
G460	Unrealised Gain on Investments	-65,572.91	0.00
G520	PWF Website	229.14	0.00
G521	Presentations	0.00	0.00
G522	Fundraising	0.00	0.00
G600	Purchases for Auction	0.00	0.00
G601	Expendable Property	34.30	0.00
G700	Group Activities	0.00	0.00
G701	Refreshments	81.62	0.00
G702	Donations	0.00	0.00
G750	Stationery	0.00	0.00
G751	Trustee Training	0.00	0.00
G770	Flowers/Cards	0.00	0.00
G800	Visits	0.00	0.00
G801	Funerals	0.00	0.00
G802	Insurance	765.12	0.00
G803	Property Depreciation	2,052.15	0.00
G804	TV Cards	0.00	0.00
G805	Telephone Cards	0.00	0.00
G806	Personal Needs	247.01	52.53
G807	Other Expenditure	3,234.66	0.00
G808	Write offs	0.00	0.00
G809	Vehicle Maintenance Costs	0.00	0.00
G810	TV & Internet costs	281.94	32.34
G811	Insurance Costs	0.00	0.00
G812	Takeaway Food for M&I Patients	379.81	0.00
G900	Transfer Out	0.00	0.00
G950	Unrealised Loss on Investments	1,639.65	6,995.77
T740	Sales discounts given	0.00	0.00

Royal Centre for Defence Medicine

<u>A.C. Code</u>	<u>Name</u>	<u>Balance</u>		<u>Month Movement</u>	
1750	Purchase discounts taken	0.00		0.00	
		58,944.18	-69,510.25	7,080.64	-60.28
		<u>-10,566.07</u>		<u>7,020.36</u>	
		<u>0.00</u>			