



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 1<sup>st</sup> October 2023 Period start date To 30<sup>th</sup> September 2024  
Period end date

Charity name: Friends of Hastings House

Charity registration number: 1195268

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>To preserve, protect and enhance the health of the patients of Hastings House Medical Centre at Wellesbourne and Kineton in Warwickshire by providing or assisting in the provision of equipment, facilities and services not normally provided by the statutory authorities and ancillary to those provided by the doctors</b>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<b>Raising the profile of the charity in the local community, by flyers attached to prescription bags, articles in local papers, availability of our web site, use of social media and organising and attending local events</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>All trustees have been made aware of the public benefit rules for charities</b>

## Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	<b>The charity does not make formal grants. Rather it makes valued contributions towards medical equipment not provided by the NHS.</b>
Policy on social investment including program related investment	Para 1.38	

Contribution made by volunteers	Para 1.38	<b>We have a small cohort of volunteers who help with local events we attend or organise</b>
Other		

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p><b>Dementia Navigator has proved extremely successful and as a result the charity has agreed to fund the role on a part time basis for a twelve month period.</b></p> <p><b>We have also funded evening Mind Counselling sessions focussed on younger people on a needs driven basis.</b></p> <p><b>We have additionally funded a defibrillator which is based at HH surgery premises</b></p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	<ol style="list-style-type: none"> <li><b>1. Purchased a defibrillator</b></li> <li><b>2. Funding raised for the provision of mind Counsellor</b></li> <li><b>3. Donation made to provide part time services of a Dementia Navigator</b></li> </ol>
Performance of fundraising activities against objectives set	Para 1.41	<p><b>Friends of Hastings House raise funds in three ways:</b></p> <ol style="list-style-type: none"> <li><b>1) Organising events</b></li> <li><b>2) Donations received under the gift aid scheme and donations from companies and individuals.</b></li> <li><b>3) We set up a FOHH website with the aim of increasing the profile of the charity and attracting regular donations from donors.</b></li> </ol>

		<p><b>Financial performance to date is considered acceptable for a small charity and the commitments made over the period. The following details the results of fundraising to the end of September 2024:</b></p> <p><b>Grants Received: £0000</b>  <b>Donations Received: £6641</b>  <b>Total Funds received £6641</b></p> <p><b>Expenditure during the period amounted to £2491 which funds were used in support of the projects listed in this report.</b></p>
Investment performance against objectives	Para 1.41	<p><b>Friends of Hastings House is a small charity and does not currently make financial investments</b></p>
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<b>Friends of Hastings House has had acceptable financial results for the year to 30<sup>th</sup> September 2024, meeting all commitments made in the period.</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>Friends of Hastings House does not hold reserves other than funds held in respect of known future commitments and plans.</b>
Amount of reserves held	Para 1.22	<b>We do not maintain reserve funds</b>
Reasons for holding zero reserves	Para 1.22	<p><b>Our policy to date has been to raise funds from Grants and Donations. However, it has proved extremely difficult to obtain grants in the past financial year such that all funds received in this period have been from donations.</b></p> <p><b>Donations are received on an unrestricted basis and are normally earmarked in support of specific projects, determined as part of the Charity's annual planning process. During this period in 2023/24 we have provided funding for the provision of:</b></p> <ul style="list-style-type: none"> <li>• <b>cardiac defibrillator, used to resuscitate people having heart arrest</b></li> <li>• <b>electrocautery machine which is used to facilitate minor operations performed that would have otherwise had to wait much longer.</b></li> <li>• <b>Provision of the services of a MIND practitioner supporting individuals in the community with mental health issues</b></li> <li>• <b>Provision of a Dementia Care Navigator – supporting carers of relatives with advanced dementia</b></li> </ul> <p><b>In previous years Friends of Hastings House have also provided funding support for the provision of a Care coordinator to maintain the service for vulnerable individuals in the area served by Hastings House.</b></p> <p><b>Finally, Friends of Hastings House has also provided funding to secure a Bovie Derm 942 Desiccator, which is a sealed container used for drying samples under atmospheric pressure or vacuum</b></p>

		<p>pressure and which has enabled the surgery to bring into use a second minor operations suite</p> <p>All of these developments would not have happened other than as a result of funding provided by Friends of Hastings House and have greatly benefitted individuals in the local community.</p>
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

#### **Additional information (optional)**

You may choose to include further statements where relevant about:

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

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	<b>Trust Deed</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>Charitable Incorporated Organisation</b>
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<p><b>We appointed local individuals as Trustees in 2021, when the charity was first incorporated, who we assessed as having the relevant experience and skills. As such we achieved a strong blend of experiences, skills and backgrounds to form a cohesive Trustee body.</b></p> <p><b>Trustees are normally appointed for a term of three years, approved by a resolution passed at a properly convened meeting of the charity trustees.</b></p> <p><b>During the year we have appointed two (2) new Trustees on the resignation of a similar number of individual Trustees.</b></p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	<p><b>The charity adopted a range of policies from its inception. These included:</b></p> <ul style="list-style-type: none"> <li>• <b>Anti Money Laundering</b></li> <li>• <b>Safeguarding</b></li> <li>• <b>Risk Management and Financial Controls</b></li> <li>• <b>Data Protection (GDPR)</b></li> <li>• <b>Complaints</b></li> <li>• <b>Health &amp; Safety</b></li> </ul> <p><b>And a range of other important policies.</b></p> <p><b>All relevant policies are available to newly involved individuals whether Trustees or Volunteers.</b></p>
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
		<b>The charity currently has a total of eight trustees, five of which are independent.</b>

Relationship with any related parties	Para 1.51	<b>Three trustees are partners of Hastings House Medical Centre, the body the charity raises funds to provide additional services for.</b>
Other		

## Reference and Administrative details

Charity name	<b>Friends of Hastings House</b>
Other name the charity uses	<b>FOHH</b>
Registered charity number	<b>1195268</b>
Charity's principal address	<b>Rivers Way Wellesbourne Warwick CV35 9RH</b>

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Keith Paul Greetham	Chair		Charity Trustees
2	Martin Richard Read-Jones			Charity Trustees
3	Kathleen Ramona Bailiff			Charity Trustees
4	Heidi Williams			Charity Trustees
5	Eileen May Edwards			Charity Trustees
6	Joanna Clarke			Charity Trustees
7	Jo Bailey			Charity Trustees
8	Keith Philip Thomas	Treasurer		Charity Trustees
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]





## Funds held as custodian trustees on behalf of others

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

### Additional information (optional)

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

Type of adviser	Name	Address

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

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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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## Other optional information

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## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Keith Thomas	
Position (eg Secretary, Chair, etc)	Trustee and Treasurer	
Date		

# **Friends of Hastings House**

**Annual Accounts**

**30<sup>th</sup> September 2024**

# Income & Expenditure

Friends of Hastings House

For the year ended 30 September 2024

Cash Basis

	2024	TOTAL	YEAR TO DATE
<b>Turnover</b>			
Events Donations - Unrestricted Funds	1,094.45	1,094.45	1,094.45
Donations - unrestricted funds	5,546.94	5,546.94	5,546.94
<b>Total Turnover</b>	<b>6,641.39</b>	<b>6,641.39</b>	<b>6,641.39</b>
<b>Volunteer Expenditure</b>			
Event Expenditures	998.15	998.15	998.15
<b>Total Volunteer Expenditure</b>	<b>998.15</b>	<b>998.15</b>	<b>998.15</b>
<b>Gross Income</b>	<b>5,643.24</b>	<b>5,643.24</b>	<b>5,643.24</b>
<b>Administrative Costs</b>			
Advertising & Marketing	290.00	290.00	290.00
Bank Fees	8.79	8.79	8.79
Charitable and Political Donations	67.19	67.19	67.19
General Expenses	1,184.30	1,184.30	1,184.30
Insurance	89.60	89.60	89.60
Postage, Freight & Courier	6.00	6.00	6.00
General Set up related expenses	150.00	150.00	150.00
HH Medical Equipment Contribution	554.88	554.88	554.88
MIND	140.00	140.00	140.00
<b>Total Administrative Costs</b>	<b>2,490.76</b>	<b>2,490.76</b>	<b>2,490.76</b>
<b>Total Income minus Expenditure</b>	<b>3,152.48</b>	<b>3,152.48</b>	<b>3,152.48</b>
<b>Excess Income / Expenditure</b>	<b>3,152.48</b>	<b>3,152.48</b>	<b>3,152.48</b>
<b>Total Excess Income/Expenditure</b>	<b>3,152.48</b>	<b>3,152.48</b>	<b>3,152.48</b>

# Balance Sheet

Friends of Hastings House  
As at 30 September 2024

		30 SEPT 2024
<b>Current Assets</b>		
Cash at bank and in hand		
FRIENDS OF HASTINGS HOUSE		20,898.54
Total Cash at bank and in hand		20,898.54
Total Current Assets		20,898.54
<b>Net Current Assets (Liabilities)</b>		20,898.54
<b>Total Assets less Current Liabilities</b>		20,898.54
<b>Net Assets</b>		20,898.54
<b>Capital and Reserves</b>		
Current Year Earnings		3,252.28
Retained Earnings		17,646.26
Total Capital and Reserves		20,898.54