

Registered charity number: 1201926

**NORTH STAFFS AND SOUTH CHESHIRE KIDNEY PATIENTS
ASSOCIATION**

TRUSTEES REPORT AND FINANCIAL STATEMENTS

FOR THE PERIOD ENDED 31ST DECEMBER 2023

Howsons
Chartered Accountants
Winton House
Stoke Road
Stoke on Trent
Staffordshire
ST4 2RW

NORTH STAFFS AND SOUTH CHESHIRE KIDNEY PATIENTS ASSOCIATION
TRUSTEES ANNUAL REPORT
FOR THE PERIOD ENDED 31ST DECEMBER 2023

The Trustees have pleasure in presenting their annual report together with the accounts for the period ended 31 December 2023.

Reference and administration details

The charity registration number is 1201926.

The charity's principal address is 24 Avon Drive, Congleton, Cheshire, CW12 3RG.

The names of the charity Trustees who manage the charity are detailed below:

David Kerby	Chairperson & Treasurer	(appointed 26 January 2023)
Lesley Lloyd		(appointed 26 January 2023)
Judith Newcombe	Stafford representative	(appointed 26 January 2023)
Neil Garbett	Vice Chair & Stoke representative	(appointed 26 January 2023)
Louise Collins		(appointed 26 January 2023)
Eunice Finney		(appointed 26 January 2023)
Lisa Foley	Secretary & Leighton representative	(appointed 22 January 2024)

The bankers are HSBC, Corwn Bank, Hanley, Stoke on Trent, Staffordshire, ST1 1DA.

The Independent Examiners are Howsons (Stoke) Limited, Winton House, Stoke Road, Stoke on Trent, Staffordshire, ST4 2RW.

Introduction

The charity was originally set up in 1982 as the North Staffs Kidney Patients Association. In order to better represent the area covered by the charity the name was changed to North Staffs and South Cheshire Kidney Patients (NSSCKPA) in 2021. The current charity was changed from a foundation type charity to a Charitable Incorporated Organisation in February 2023. All funds were transferred to the new charity on 26 February 2023.

Constitution

The charity is governed by Constitution. The charity is set up as a Charitable Incorporated Organisation with only the Trustees that can vote.

Management

The charity is managed by a Committee of Trustees who meet monthly. In addition, an Annual General Meeting is held which is open to all.

Professional indemnity

The NSSCKPA carries Professional Indemnity cover for all officials and Trustees of the charity.

Election of trustees

All the Trustees are volunteers who have an interest in our objective. Generally, trustees contact the charity when we express a need to increase the number or by word of mouth to our representatives at the three kidney treatment centres we cover. The three centres we cover are part of the University Hospital of North Midlands NHS Trust at locations in Stoke on Trent, Stafford and Crewe.

Once an initial contact has been made, the prospective trustee is invited to join us at a typical committee meeting. At the initial meeting, or after, the prospective trustee will be asked if they still wish to join us. If both the existing committee members and the prospective trustee are satisfied, then the prospective trustees will be elected to join the committee and become a Trustee.

NORTH STAFFS AND SOUTH CHESHIRE KIDNEY PATIENTS ASSOCIATION
TRUSTEES ANNUAL REPORT (continued)
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Objective

To promote the relief of persons suffering from kidney disease or renal failure, by the provision of facilities and equipment with the objective of improving their conditions of life, and who are being treated by the University Hospital of North Midlands Trust from, or at, locations in Stoke on Trent, Stafford and Crewe.

Activities

RENAL MEETING - This meeting is a meeting set up by the University Hospital of North Midlands Trust and is held on a monthly basis where all issues concerning the management of the three kidney units run by the trust are discussed. The NSSCKPA has a slot on the agenda of that meeting where it can raise patient related issues which are of concern to the NSSCKPA.

MIDLANDS KIDNEY NETWORK. We are fortunate that our Vice – Chair has an interface with this organisation. This allows the NSSCKPA to be able to make input directly to the Midlands Kidney Network and to receive information discussed at meetings which is relevant to the NSSCKPA.

INTERFACES WITH PATIENTS AND HOSPITAL STAFF – At each of the three Kidney units managed by the University Hospital of North Midlands Trust (UHNMT) i.e. at Stoke on Trent, Stafford and Crewe, the NSSCKPA has patient representatives which allows the NSSCKPA to be in direct contact with patients and staff relating to the treatment and wellbeing of patients.

NKF – The NSSCKPA is affiliated to the NKF, being able to use the NKF Zoom software to run the monthly and ad hoc meetings digitally at no cost to the NSSCKPA. Our Chair is a member of the NKF Chair's Whatsapp Group which is a forum for discussion of all issues affecting the NSSCKPA. We also endeavour to attend both the NKF AGM and the KPA day, where we can meet other KPA representatives and learn first hand what the NKF is working on.

KIDNEY CARE UK – We use the Kidney Care UK website as a source of valuable information and on occasions where we as a charity are not able to help patients we do refer enquiries to them.

FUND RAISING - At present we have no plans to fund raise as we feel that both our current account and our money manager account are very healthy.

Public benefit

When planning and executing our activities, which are pursued in order to achieve our objective, we as a committee have taken into account the Charity Commissioners guidance on public benefit.

The NSSCKPA supports all kidney patients and their carers across the three areas covered under the kidney units managed by the UHNMT. In particular, we focus on the issues and difficulties often faced by those on dialysis and those on waiting lists for transplants, but we also aim to support all those that have had a diagnosis of chronic kidney disease from one of the three units managed by the UHNMT. As well as providing advice to individuals, the NSSCKPA advocates for best practice and treatments to all kidney patients from the NHS and actively lobbies other local government organisations on their behalf.

Achievements

- Conversion from an Association to CIO

The requirement for this was discussed and agreed at the NSSCKPA AGM in January 2023. A new constitution to allow this to happen was subsequently drafted and approved prior to submission to the Charities Commission in February 2023. The Charity Commission approval and the issue of a new charity number was received on 13 February 2023. A new bank account will be set up later in the year to officially transfer the funds to the CIO.

- Website

The charity's website was not functioning as it should and as such it was agreed to review and update it. Subsequently, a contract was given to a small consultancy firm to do the update. This work is ongoing at the time of issue of this report.

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TRUSTEES ANNUAL REPORT (continued)
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- Transport

This was and continues to be a major issue. There have been many complaints made by patients relating in the main to the performance of the Non-emergency Patient Transport Service. This Service is not the responsibility of the UHNMT but it is the responsibility of the ICB for our area.

Initially the issues with transport were identified some 18 months ago and since that time we have lobbied the UHNMT and the local ICB to take action. The problems revolve around early pick-up, delays to arriving home and availability. These issues are causing inconvenience to patients and in the worst case even affecting actual dialysis session lengths and frequency.

- Terms of Reference

During the year the relationship between hospital staff and the NSSCKPA representatives has become difficult. In discussions with the Renal Management team and ourselves a Terms of Reference document has been developed so that both hospital staff and our representatives jointly understand the role our representatives play.

- Communications

Since the COVID-19 epidemic communications with patients, carers and the public in general has been difficult and 2023 has been a year of trying to re-establish that contact. That work has included the review and overhaul of our website, still ongoing at this time, review and update of our Facebook site and reaching agreement with the UHNMT to allow us to have noticeboards at all three kidney units. At present only the Stafford notice boards are in place and functioning.

- Patient christmas gifts

In discussion with the Renal Management Team, it was agreed acceptable that the NSSCKPA could provide a small gift for both patients and staff at all three units managed by the UHNMT. These were provided and distributed before Christmas 2023.

- Policies

There are currently in place policies covering the following:

- GDPR
- Safeguarding,
- Social Media, and
- Privacy policy.

Performance

- Renal governance meeting

This is an NHS meeting used by the trust to manage the running of the three units covered at Stoke on Trent, Stafford and Crewe. This is a regular monthly meeting at which the NSSCKPA can raise issues of concern and monitor progress of resolution.

One such issue involved Doppler Testing at Stafford. At one point, this work was done by staff holding testing sessions for Stafford patients at the County Hospital in Stafford. With no pre-warning, all at once patients were advised that they must go to Stoke on Trent to get tested. This involved patients in round trip of two hours to get a test rather than a few minutes it had taken previously. The NSSCKPA lobbied to get the tests back to be based at Stafford, but only once new staff had been recruited.

- Purchases

We often receive requests from nursing staff at the hospitals for assistance on behalf of patients and also on occasion to help with treatment at the kidney units.

During the year, this has taken the form of the following:

- Blood pressure monitors for home therapy patients,
- A Stairlift for a patient, no longer able to get upstairs at home,
- Christmas gifts for staff and patients, and
- Outside storage container for dialysis fluids.

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- Social worker

None of the three kidney units run by the UHNMT have resident Social Workers as part of the Staff complement. This is something we believe would benefit patients' mental health and as such we have campaigned to get this changed. However, unfortunately the UHNMT are restricted on staff budgets to not being able to secure this service. Also, our funds do not stretch to us employing someone qualified to do this job.

Financial review

During the year the charity received £6,489 from donations from patients that had passed on and investment income of £685.

Expenditure was £2,528, with no hardship grants being issued in the year.

The CIO is currently utilising the bank account of the original charity association. All assets were transferred on 26 February 2023, the bank balance was £57,417 on this date. The official bank transfer to the new bank account will happen later in the year. The original bank account continues to operate in the charity name.

Reserves at 31 December 2023 were £62,063. Surplus in the year was £4,646.

The Association's reserves policy is to invest any surplus funds in a high interest bank account in order to maximise interest.

The NSSCKPA is funded entirely by voluntary contributions.


Future Developments

Our objective as stated earlier in this report remains unchanged and we intend to continue to pursue all aspects of the world of kidney care where we feel we can make an impact. Currently we see that the following issues will be progressed further in the coming year:

- To get the patient voice heard at all levels in the UHNMT, particularly at Board/ CEO level
- Complete the website update and increase patient involvement with the NSSCKPA.
- Complete noticeboard installation at the Crewe and Stoke on Trent units.
- Resolve as far as we are able to resolve issues with patient transport with the local ICB
- Improve the interaction between patients, carers, the NSSCKPA and hospital staff and managers to try to create a cohesive team working closely together to the patient benefit.

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

Signed on behalf of the charity's trustees:



David Kerby
Chairperson

Date: 21/10/24

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
NORTH STAFFS AND SOUTH CHESHIRE KIDNEY PATIENTS ASSOCIATION
(CHARITY NO 1201926)
FOR THE PERIOD ENDED 31ST DECEMBER 2023**

I report on the attached accounts of the Trust for the period ended 31 December 2023 set out on page 4.

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 144 of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commissioner under section 145(5)(b) of the 2011 Act; and
- to 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 Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and the seeking of explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

In the course of my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that, in any material respect, the trustees have not met the requirements to ensure that:
 - proper accounting records are kept in accordance with section 130 of the 2011 Act; and
 - accounts are prepared which agree with the accounting records and comply with the accounting requirements of the 2011 Act; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Rebecca Williams FCA

Howsons
Chartered Accountants
Winton House
Stoke Road
Stoke on Trent
Staffordshire
ST4 2RW

Date: 21.10.24

NORTH STAFFS AND SOUTH CHESHIRE KIDNEY PATIENTS ASSOCIATION
FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31ST DECEMBER 2023

RECEIPTS AND PAYMENTS ACCOUNT

	Unrestricted Funds £	Restricted Funds £	Total 2023 £
RECEIPTS			
Donations	6,489	-	6,489
Interest	685	-	685
	<u>7,174</u>	<u>-</u>	<u>7,174</u>
PAYMENTS			
Equipment and maintenance	1,046	-	1,046
Postage, stationery and IT	461	-	461
Insurance	133	-	133
Sundry expenses	208	-	208
Sponsorship	264	-	264
Christmas gifts to hospital patients	359	-	358.72
Bank charges	57	-	56.80
	<u>2,528</u>	<u>-</u>	<u>2,528</u>
Excess / (Deficit) for the year	<u>4,646</u>	<u>-</u>	<u>4,646</u>
Transfer between funds	-	-	-
Transfers from North Staffs and South Cheshire Kidney Patients Association	57,417	-	57,417
Cash and Bank deposits b/f	-	-	-
Cash and bank deposit c/f at 31st December 2023	<u>62,063</u>	<u>-</u>	<u>62,063</u>

STATEMENT OF ASSETS AND LIABILITIES AT 31ST DECEMBER 2023

	General Funds £	Restricted Funds £	Total 2023 £
Current account	14,929	-	14,929
Money manager account	47,134	-	47,134
	<u>62,063</u>	<u>-</u>	<u>62,063</u>