
THE OLIVER PLUNKETT POSTGRADUATE CENTRE CHARITABLE TRUST

UNAUDITED

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

THE OLIVER PLUNKETT POSTGRADUATE CENTRE CHARITABLE TRUST

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THE OLIVER PLUNKETT POSTGRADUATE CENTRE CHARITABLE TRUST

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 MARCH 2021

Trustees	WFJ Ritchie BC Sellick E Coward R Menzies
Charity registered number	277393
Principal office	Oliver Plunkett Education Centre St Peters Hospital Guildford Road Surrey KT16 0PZ

THE OLIVER PLUNKETT POSTGRADUATE CENTRE CHARITABLE TRUST

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2021

The Trustees present their report and the financial statements for the year ended 31 March 2021. The Trustees who served during the year and up to the date of this report are set out on page 1.

Objectives and activities

a. Objectives

The object of the Trust is the advancement of medical education amongst the members of the medical profession (junior doctors) practising in the NW Surrey Health District which covers the Urban District Council districts of Egham, Chertsey, Woking and Walton & Weybridge.

b. Activities undertaken to achieve objectives

The provision of multi-disciplinary education facilities including seminars, tutorials and study days covering all medical specialities.

Achievements and performance

a. Main achievements of the Charity

Educational Activity

Educational activity is increasing at a fast pace as driven by the requirement of Health Education England/GMC with reviews and recommendations being initiated at all times.

This year has been heavily influenced and impacted by the pandemic, affecting the usual deliverables to the junior doctors.

Simulation Suite

This has been very important in assisting junior doctors to learn new skills in treating patients during the pandemic. The Clinical Education Team were redeployed during this time, as the usual teaching ceased at the time to allow the Hospital Trust to respond to the demands of the pandemic.

General Medical Council (GMC) carries out an annual survey with all the trainee doctors to obtain an understanding of the training and education provisions of each hospital and to gauge trainee satisfaction levels.

This survey was not in its usual format and has been used to gauge the Covid response and the impact it had on training and education.

Inspection Visits

Inspections were not held this year and action plans put on hold during this period.

THE OLIVER PLUNKETT POSTGRADUATE CENTRE CHARITABLE TRUST

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

Achievements and performance (continued)

Office and Managerial Developments

Following stakeholder engagement during 2019, the department was restructured and facilities reviewed. Plans were drawn together to provide a Clinical Skills Lab, a simulation Suite and an open plan office. These plans have been put on hold during the current situation.

A number of the education staff were redeployed during the pandemic to either go back to clinical work or provide a service to the organisation to support "fit mask testing" for clinical staff. Training was also provided to clinical staff for donning and doffing for PPE.

New Initiatives

A training and education programme, called the ROAD programme was introduced in the earlier part of the year to ensure that all staff are trained to manage a deteriorating patient. The education team, along with an anaesthetics/critical care clinical team put together a programme that can be delivered to multi-disciplinary staff. This will provide simulation on emergency scenarios and a checklist of signs to look out for in a deteriorating patient. All foundation year one doctors will be given a taster week in critical care to develop their acute skills.

Due to the pandemic, this programme is on hold.

Plans for 2021/2022

There are plans to review and change the space usage of the Education Centre at St. Peter's Hospital. This is to facilitate the delivery of multi professional teaching across the Trust.

There is the aim to re-introduce the Recognition of Acute Deterioration (ROAD) programme pilot to provide important skills to the multi-professional workforce.

b. Investment policy and performance

The trustees hold the capital and income of the Trust to apply in such manner in pursuance of the object of the Trust as they see fit.

Financial review

a. Reserves policy

The Trustees have examined the Charity's requirements for reserves in light of the main risks to the organisation and future development. The Trustees are reviewing the resources and facilities required for educational activity with the intention of utilising these funds for the development of new simulation and clinical skills services, as well as the modification of teaching rooms and associated audio-visual equipment.

Reserves are also carried forward to future periods to ensure suitable funding in the event of a short term deficit of incoming resources and unforeseen operational costs. The balance in reserves at the end of the period is £247,991. The balance at bank is £226,273.

THE OLIVER PLUNKETT POSTGRADUATE CENTRE CHARITABLE TRUST

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

b. Statement of trustees' responsibilities

The Trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of charity and of the incoming resources and application of resources of the charity for that year. In preparing these financial statements the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the Trust deed. They are also responsible for safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

THE OLIVER PLUNKETT POSTGRADUATE CENTRE CHARITABLE TRUST

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

Structure, governance and management

a. Constitution

The Oliver Plunkett Postgraduate Centre Charitable Trust is a registered charity, number 277393, and is constituted as an unincorporated charitable body.

b. Financial risk management

The Trustees have examined the major strategic, business and operational risks which the charity faces and confirm that systems have been established to mitigate those risks.

Approved by order of the members of the board of Trustees on and signed on their behalf by:

BC Sellick
Trustee

THE OLIVER PLUNKETT POSTGRADUATE CENTRE CHARITABLE TRUST

INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31 MARCH 2021

Independent Examiner's Report to the Trustees of The Oliver Plunkett Postgraduate Centre Charitable Trust ('the Charity')

I report to the Charity Trustees on my examination of the accounts of the Charity for the year ended 31 March 2021.

Responsibilities and Basis of Report

As the Trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 Act').

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiner's Statement

Your attention is drawn to the fact that the Charity has prepared the accounts in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has been withdrawn.

I understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Charity as required by section 130 of the 2011 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

This report is made solely to the Charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity's Trustees as a body, for my work or for this report.

Signed:

John Wells, Moss Grove Wells

Woodham, Surrey

Dated:

January 2022

THE OLIVER PLUNKETT POSTGRADUATE CENTRE CHARITABLE TRUST

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2021**

	Note	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Donations and legacies:	2			
Voluntary income		4,160	4,160	17,048
Other income received		-	-	-
Charitable activities	3	23,872	23,872	38,278
Other trading activities		-	-	-
Investments:	4			
Bank Interest received		91	91	488
Total income		28,123	28,123	55,814
Expenditure on:				
Charitable activities		29,262	29,262	94,998
Total expenditure		29,262	29,262	94,998
Net movement in funds		(1,139)	(1,139)	(39,184)
Reconciliation of funds:				
Total funds brought forward		249,130	249,130	288,314
Net movement in funds		(1,139)	(1,139)	(39,184)
Total funds carried forward		247,991	247,991	249,130

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 9 to 16 form part of these financial statements.

THE OLIVER PLUNKETT POSTGRADUATE CENTRE CHARITABLE TRUST

BALANCE SHEET
AS AT 31 MARCH 2021

	Note	2021 £	2020 £
Fixed assets			
Tangible assets	9	24,266	28,548
		<u>24,266</u>	<u>28,548</u>
Current assets			
Cash at bank and in hand		226,273	223,078
		<u>226,273</u>	<u>223,078</u>
Creditors: amounts falling due within one year	10	(2,548)	(2,496)
Net current assets		<u>223,725</u>	<u>220,582</u>
Total assets less current liabilities		<u>247,991</u>	<u>249,130</u>
Net assets excluding pension asset		<u>247,991</u>	<u>249,130</u>
Total net assets		<u>247,991</u>	<u>249,130</u>
Charity funds			
Restricted funds		-	-
Unrestricted funds		247,991	249,130
Total funds		<u>247,991</u>	<u>249,130</u>

The financial statements were approved and authorised for issue by the Trustees on
and signed on their behalf by:

BC Sellick
(Trustee)

The notes on pages 9 to 16 form part of these financial statements.

THE OLIVER PLUNKETT POSTGRADUATE CENTRE CHARITABLE TRUST

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

1. Accounting policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and the preceding year.

1.1 Basis of preparation of financial statements

The financial statements are prepared under the historical cost convention and in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014.

The financial statements are presented in GBP and rounded to the nearest £.

1.2 Income resources

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to the particular categories of income:

Voluntary income is received by the way of grants, donations and gifts and is included in full in the statement of financial activities when receivable. Grants where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

1.3 Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs are those costs incurred directly in support of expenditure on the objects of the charity and include project management.

All expenditure is inclusive of irrecoverable VAT.

THE OLIVER PLUNKETT POSTGRADUATE CENTRE CHARITABLE TRUST

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

1. Accounting policies (continued)

1.4 Tangible fixed assets and depreciation

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is provided at rates calculated to write off the cost less residual value of each asset over its expected useful life .

Depreciation is provided on the following basis:

Fixtures and fittings	-	15% reducing balance
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1.5 Cash at bank and in hand

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

1.6 Liabilities and provisions

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

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

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

1.7 Financial instruments

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

THE OLIVER PLUNKETT POSTGRADUATE CENTRE CHARITABLE TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

2. Income from donations and legacies

	Unrestricted funds 2021 £	Total funds 2021 £
Donations	4,160	4,160
	<u>4,160</u>	<u>4,160</u>
	<i>Unrestricted funds 2020 £</i>	<i>Total funds 2020 £</i>
Donations	17,048	17,048
	<u>17,048</u>	<u>17,048</u>

3. Income from charitable activities

	Unrestricted funds 2021 £	Total funds 2021 £
GPIC	-	-
FRCS	-	-
NLS	3,150	3,150
GP CPD/Study Day	-	-
Dermatology Study Day	-	-
Other	(1,300)	(1,300)
GPST Training (GP Trainees)	11,000	11,000
GP Teaching	-	-
GP Tutor events	11,022	11,022
PLEAT	-	-
Llizarov Course	-	-
Total 2021	<u>23,872</u>	<u>23,872</u>

THE OLIVER PLUNKETT POSTGRADUATE CENTRE CHARITABLE TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

3. Income from charitable activities (continued)

	<i>Unrestricted funds 2020 £</i>	<i>Total funds 2020 £</i>
GPIC	5,770	5,770
FRCS	950	950
NLS	4,890	4,890
GP CPD/Study day	1,563	1,563
Dermatology Study Day	1,650	1,650
Other	1,140	1,140
GPST Training (GP Trainees)	9,305	9,305
GP Teaching	60	60
ACPGBI	7,000	7,000
PLEAT	5,750	5,750
Lizarov Course	200	200
<i>Total 2020</i>	<u>38,278</u>	<u>38,278</u>

4. Investment income

	<i>Unrestricted funds 2021 £</i>	<i>Total funds 2021 £</i>
Bank interest receivable	<u>91</u>	<u>91</u>

	<i>Unrestricted funds 2020 £</i>	<i>Total funds 2020 £</i>
Bank interest receivable	<u>488</u>	<u>488</u>

5. Employees

No salaries or wages have been paid to employees, including the Trustees, during the year.
The average number of employees during the period was Nil (2020:Nil)

THE OLIVER PLUNKETT POSTGRADUATE CENTRE CHARITABLE TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

6. Analysis of expenditure on charitable activities

Summary by fund type

	Unrestricted funds 2021 £	Total funds 2021 £
GP Intensive Care	(100)	(100)
NLS Expense	4,238	4,238
Catering cost	6,448	6,448
Dermatology Study Day	100	100
A/V Equipment & Support	627	627
GPST Training (GP Trainees)	6,044	6,044
Tutor Fees	360	360
GP Tutor Events	410	410
PLEAT	(33)	(33)
Support costs	10,948	10,948
Improvements to Facilities	220	220
Total 2021	<u>29,262</u>	<u>29,262</u>

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

	<i>Unrestricted funds 2020 £</i>	<i>Total funds 2020 £</i>
GP Intensive Course	950	950
FRCS cost	814	814
NLS Expenses	7,438	7,438
Study Days & Conference	437	437
Catering costs	39,829	39,829
Dermatology Study Day	100	100
A/V Equipment and Support	232	232
ITCP Course (GP) Trainees	10,418	10,418
Tutor Fees	2,613	2,613
GP Tutor Events	3,750	3,750
GP Teaching	32	32
PLEAT	687	687
Support Costs	12,067	12,067
Improvement to Facilities	9,909	9,909
ACPGBI	5,722	5,722
<i>Total 2020</i>	<u>94,998</u>	<u>94,998</u>

7. Independent examiner's remuneration

The independent examiner's remuneration amounts to an independent examiner fee of £360 (2020 - £350).

8. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2020 - £NIL).

During the year ended 31 March 2021, no Trustee expenses have been incurred (2020 - £NIL).

THE OLIVER PLUNKETT POSTGRADUATE CENTRE CHARITABLE TRUST

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

9. Tangible fixed assets

	Fixtures and fittings £
Cost or valuation	
At 1 April 2020	183,905
At 31 March 2021	<u>183,905</u>
Depreciation	
At 1 April 2020	155,357
Charge for the year	4,282
At 31 March 2021	<u>159,639</u>
Net book value	
At 31 March 2021	<u><u>24,266</u></u>
At 31 March 2020	<u><u>28,548</u></u>

10. Creditors: Amounts falling due within one year

	2021 £	2020 £
Accruals and deferred income	<u><u>2,548</u></u>	<u><u>2,496</u></u>

THE OLIVER PLUNKETT POSTGRADUATE CENTRE CHARITABLE TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

11. Statement of funds

Statement of funds - current year

	Balance at 1 April 2020	Income	Expenditure	Balance at 31 March 2021
	£	£	£	£
Unrestricted Funds				
General Funds	249,130	28,123	(29,262)	247,991

Unrestricted funds are funds which the trustees are free to use in accordance with the charitable objectives.

12. Analysis of net assets between funds

	Unrestricted funds 2021 £	Total funds 2021 £
Tangible fixed assets	24,266	24,266
Current assets	226,273	226,273
Current liabilities	(2,548)	(2,548)
Total 2021	247,991	247,991
	<i>Unrestricted funds 2020 £</i>	<i>Total funds 2020 £</i>
Tangible fixed assets	28,548	28,548
Current assets	223,078	223,078
Current liabilities	(2,496)	(2,496)
<i>Total 2020</i>	<i>249,130</i>	<i>249,130</i>