
THE OLIVER PLUNKETT POSTGRADUATE CENTRE CHARITABLE TRUST

UNAUDITED

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2022

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 2022

| | |
|------------------------------|--|
| Trustees | WFJ Ritchie BC Sellick 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 2022

The Trustees present their report and the financial statements for the year ended 31 March 2022. 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 specialties.

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.

Health Education England now governs all aspects of training and education for junior doctors and other professions such as nurses and bio-medical scientists, specialty doctors and therapists.

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

Simulation Suite

This year simulation has been very important in teaching the junior doctor workforce who have needed to learn new skills to treat patients during the pandemic.

A new simulation suite has been built into the existing space which is already being utilised.

As part of a multidisciplinary team, we saw the reintroduction of the Recognition of Acute Deterioration (ROAD) Course. This course was delivered to foundation doctors and senior nurses

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 2022

Achievements and performance (continued)

Office and Managerial Developments

We moved into new open plan offices this year with the intention of bringing clinical education staff into one department, rather than working in silos, as had been the case in the past. This will enable us to pool resources and utilise skills of all team members to produce a calendar of workshops and teaching to deliver to the clinical staff.

New Initiatives

We introduced Tea Trolley Teaching this year, to help bring teaching to the wards and the multi-professional team. This is bitesize teaching brought to the shop floor with the attraction of bring tea and morning snacks to encourage staff to stop for refreshments but learning something new at the same time.

GMC Survey

The GMC carries out an annual survey with all trainee doctors, to obtain an understanding of the training and education provision of each hospital and to gauge trainee satisfaction levels.

We saw a marked improvement in the survey results between 2018 and 2019 with a reduction in the number of outliers (red flags) from 21 to 11. However, this year we have seen a unfortunate increase in the number of outliers, with a number of specialties showing a higher proportion of outliers than expected.

This Trust is expected to respond to all red flags with a proposed action plan. The Education team have met with each individual department to explore the potential causes of each outlier and where possible a solution suggested.

Plans for 2022/2023

Through the pandemic it has been imperative that we support the wellbeing of our junior doctor workforce. Training for anything other than Covid-19 proved difficult and it is now imperative that we build a programme of recovery training and wellbeing offerings to those that may need it.

We will also be looking at expanding the simulation equipment to enable us to deliver to the wider 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.

THE OLIVER PLUNKETT POSTGRADUATE CENTRE CHARITABLE TRUST

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

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 £230,485. The balance at bank is £212,450.

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 2022

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 2022

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 2022.

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, Mossgroves LLP

Dated: 

Woodham, Surrey

THE OLIVER PLUNKETT POSTGRADUATE CENTRE CHARITABLE TRUST

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2022

| | Note | Unrestricted funds 2022 £ | Total funds 2022 £ | Total funds 2021 £ |
|------------------------------------|------|------------------------------------|-----------------------------|-----------------------------|
| Donations and legacies: | 2 | | | |
| Voluntary income | | 13,468 | 13,468 | 4,160 |
| Charitable activities | 3 | 15,805 | 15,805 | 23,872 |
| Other trading activities | | - | - | - |
| Investments: | 4 | | | |
| Bank Interest received | | 22 | 22 | 91 |
| Total income | | 29,295 | 29,295 | 28,123 |
| Expenditure on: | | | | |
| Charitable activities | 6 | 46,801 | 46,801 | 29,262 |
| Total expenditure | | 46,801 | 46,801 | 29,262 |
| Net movement in funds | | (17,506) | (17,506) | (1,139) |
| Reconciliation of funds: | | | | |
| Total funds brought forward | | 247,991 | 247,991 | 249,130 |
| Net movement in funds | | (17,506) | (17,506) | (1,139) |
| Total funds carried forward | | 230,485 | 230,485 | 247,991 |

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

The notes on pages 9 to 15 form part of these financial statements.

THE OLIVER PLUNKETT POSTGRADUATE CENTRE CHARITABLE TRUST

BALANCE SHEET
AS AT 31 MARCH 2022

| | Note | 2022 £ | 2021 £ |
|--|------|-----------------------|-----------------------|
| Fixed assets | | | |
| Tangible assets | 9 | 20,626 | 24,266 |
| | | <u>20,626</u> | <u>24,266</u> |
| Current assets | | | |
| Cash at bank and in hand | | 212,450 | 226,273 |
| | | <u>212,450</u> | <u>226,273</u> |
| Creditors: amounts falling due within one year | 10 | (2,591) | (2,548) |
| | | <u></u> | <u></u> |
| Net current assets | | <u>209,859</u> | <u>223,725</u> |
| Total assets less current liabilities | | <u>230,485</u> | <u>247,991</u> |
| Net assets excluding pension asset | | <u>230,485</u> | <u>247,991</u> |
| Total net assets | | <u><u>230,485</u></u> | <u><u>247,991</u></u> |
| Charity funds | | | |
| Restricted funds | | - | - |
| Unrestricted funds | | 230,485 | 247,991 |
| | | <u>230,485</u> | <u>247,991</u> |
| Total funds | | <u><u>230,485</u></u> | <u><u>247,991</u></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 15 form part of these financial statements.

THE OLIVER PLUNKETT POSTGRADUATE CENTRE CHARITABLE TRUST

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

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.

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 2022

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 |
|-----------------------|---|----------------------|

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 2022

2. Income from donations and legacies

| | Unrestricted funds 2022 £ | Total funds 2022 £ |
|-----------|--|---------------------------------------|
| Donations | 13,468 | 13,468 |
| | <u>13,468</u> | <u>13,468</u> |
| | | |
| | <i>Unrestricted funds 2021 £</i> | <i>Total funds 2021 £</i> |
| Donations | 4,160 | 4,160 |
| | <u>4,160</u> | <u>4,160</u> |

3. Income from charitable activities

| | Unrestricted funds 2022 £ | Total funds 2022 £ |
|-----------------------------|--|---------------------------------------|
| NLS | 9,555 | 9,555 |
| Other | - | - |
| GPST Training (GP Trainees) | 5,000 | 5,000 |
| STRICT | 1,250 | 1,250 |
| | <u>15,805</u> | <u>15,805</u> |
| Total 2022 | <u>15,805</u> | <u>15,805</u> |
| | | |
| | <i>Unrestricted funds 2021 £</i> | <i>Total funds 2021 £</i> |
| NLS | 3,150 | 3,150 |
| Other | (1,300) | (1,300) |
| GPST Training (GP Trainees) | 11,000 | 11,000 |
| GP Tutor Events | 11,022 | 11,022 |
| | <u>23,872</u> | <u>23,872</u> |
| <i>Total 2021</i> | <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 2022**

4. Investment income

| | Unrestricted funds 2022 £ | Total funds 2022 £ |
|--------------------------|--|---------------------------------------|
| Bank interest receivable | 22 | 22 |
| | <u> </u> | <u> </u> |
| | <i>Unrestricted funds 2021 £</i> | <i>Total funds 2021 £</i> |
| Bank interest receivable | 91 | 91 |
| | <u> </u> | <u> </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 (2021:Nil)

6. Analysis of expenditure on charitable activities

Summary by fund type

| | Unrestricted funds 2022 £ | Total funds 2022 £ |
|-----------------------------|------------------------------------|-----------------------------|
| GP Training | (500) | (500) |
| NLS Expense | 6,302 | 6,302 |
| Catering cost | 12,215 | 12,215 |
| A/V Equipment & Support | 72 | 72 |
| GPST Training (GP Trainees) | 7,012 | 7,012 |
| GP Tutor Events | 5,910 | 5,910 |
| Support costs | 15,790 | 15,790 |
| | <u> </u> | <u> </u> |
| Total 2022 | 46,801 | 46,801 |
| | <u> </u> | <u> </u> |

THE OLIVER PLUNKETT POSTGRADUATE CENTRE CHARITABLE TRUST

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

| | <i>Unrestricted funds 2021 £</i> | <i>Total funds 2021 £</i> |
|-----------------------------|--|---------------------------------------|
| GP Intensive Course | (100) | (100) |
| NLS Expenses | 4,238 | 4,238 |
| Catering costs | 6,448 | 6,448 |
| Dermatology Study Day | 100 | 100 |
| A/V Equipment and 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 |
| Improvement to Facilities | 220 | 220 |
| <i>Total 2021</i> | <u>29,262</u> | <u>29,262</u> |

7. Independent examiner's remuneration

The independent examiner's remuneration amounts to an independent examiner fee of £360 (2021 - £360).

8. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2021 - £NIL).

During the year ended 31 March 2022, no Trustee expenses have been incurred (2021 - £NIL).

THE OLIVER PLUNKETT POSTGRADUATE CENTRE CHARITABLE TRUST

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

9. Tangible fixed assets

| | Fixtures and fittings £ |
|--------------------------|-------------------------------|
| Cost or valuation | |
| At 1 April 2021 | 183,905 |
| At 31 March 2022 | <u>183,905</u> |
| Depreciation | |
| At 1 April 2021 | 159,639 |
| Charge for the year | 3,640 |
| At 31 March 2022 | <u>163,279</u> |
| Net book value | |
| At 31 March 2022 | <u><u>20,626</u></u> |
| At 31 March 2021 | <u><u>24,266</u></u> |

10. Creditors: Amounts falling due within one year

| | 2022 £ | 2021 £ |
|------------------------------|--------------|--------------|
| Accruals and deferred income | <u>2,591</u> | <u>2,548</u> |

THE OLIVER PLUNKETT POSTGRADUATE CENTRE CHARITABLE TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

11. Statement of funds

Statement of funds - current year

| | Balance at 1 April 2021 | Income | Expenditure | Balance at 31 March 2021 |
|---------------------------|----------------------------|---------------|-----------------|--------------------------------|
| | £ | £ | £ | £ |
| Unrestricted Funds | | | | |
| General Funds | 247,991 | 29,295 | (46,801) | 230,485 |
| | <u>247,991</u> | <u>29,295</u> | <u>(46,801)</u> | <u>230,485</u> |

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 2022 £ | Total funds 2022 £ |
|-----------------------|--|---------------------------------------|
| Tangible fixed assets | 20,626 | 20,626 |
| Current assets | 212,450 | 212,450 |
| Current liabilities | (2,591) | (2,591) |
| Total 2022 | <u>230,485</u> | <u>230,485</u> |
| | <i>Unrestricted funds 2021 £</i> | <i>Total funds 2021 £</i> |
| Tangible fixed assets | 24,266 | 24,266 |
| Current assets | 226,273 | 226,273 |
| Current liabilities | (2,548) | (2,548) |
| <i>Total 2021</i> | <u>247,991</u> | <u>247,991</u> |