

Trustees' Annual Report for the period								
From		Period start date			To		Period end date	
		01	09	2020			31	08

Section A Reference and administration details

Charity name	SOUTH EASTERN KIDNEY PATIENTS ASSOCIATION
Other names charity is known by	SEKPA
Registered charity number (if any)	284479
Charity's principal address	Sussex Kidney Unit, Royal County Hospital
	Eastern Road
	Brighton
	Postcode BN2 5BE

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	Jack Cogman	Chairman		
2	Judy Morgan	Secretary		
3	Sandra Webb	Treasurer		
4	Richard Goldring	Committee Member		
5	Jacquie Dowding	Committee Member		
6				
7				
8				
9				
10				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
NONE	

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
INDEPENDENT EXAMINER	Peter Vos	17 Vicarage Lane
		East Preston
		Sussex BN16 2SP

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

--

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	CONSTITUTION ADOPTED 1980 Amended 2020
How the charity is constituted (eg. trust, association, company)	ASSOCIATION
Trustee selection methods (eg. appointed by, elected by)	New Trustees are appointed by the existing board members. Trustees consider suitable candidates whose names are put forward for appointment by the board. Existing Trustees are appointed or reappointed annually at the Annual General Meeting, is held within nine months of the financial year end.

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- ☐ policies and procedures adopted for the induction and training of trustees;
- ☐ the charity's organisational structure and any wider network with which the charity works;
- ☐ relationship with any related parties;
- ☐ Trustees' consideration of major risks and the system and procedures to manage them.

New trustees are briefed about the work and operations of the charity and provided with a copy of the trust deed constitution.

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

The Trustees generally meet six times a year to review the impact and progress of the work of the Charity. Online meetings have continued since March 2020. Strategic decisions are made by the Committee concerning fundraising and future direction of the charity, as well as authorising major expenditure and grants.

Summary of the objects of the charity set out in its governing document

The objects of the Association are to provide funding for the relief of persons suffering from diseases of the kidney, and the promotion of research into such diseases and the dissemination of the useful results thereof.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

- a) Raise funds and to invite and receive contributions from any person or organisation whatsoever by the way of subscriptions, donations or otherwise.
- b) To stimulate interest in the care and welfare of kidney patients.
- c) To provide funds for the provision of useful facilities for all kidney patients and to assist individual patients in particular need, who would otherwise not receive adequate treatment.
- d) To provide or assist in the provision of medical and other equipment for the ultimate benefit of kidney patients.
- e) To provide funds for research designed to benefit the treatment of kidney patients.
- f) To hold conferences, meetings, lectures, exhibitions and discussions.
- g) To publish, or contribute to the publications of any papers, books, periodicals, reports, or other such documents.
- h) To do all other such things as shall further the above objective.
- i) To provide emergency welfare service.
- j) To provide information, mainly through our bimonthly magazine SEKPA news.

The Trustees have paid due regard to guidance issued by the Charity Commission in relation to public benefit when deciding what activities, the charity should undertake.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- ☐ *policy on grantmaking;*
- ☐ *policy programme related investment;*
- ☐ *contribution made by volunteers.*

The committee of Trustees is made up of volunteer kidney patients, carers or persons who have an interest in the objectives of the association. The Association is supported by Doctors and Nursing staff at all local renal units. A register of members is maintained by the Membership Secretary.

Section D

Achievements and performance

In the last fifteen years SEKPA have raised more than £469,000 for funding new equipment and support, including:

- The latest dialysis machines
- Reverse osmosis water suppliers
- Dialysis chairs and beds.
- Refurbish patient day and quiet rooms,
- Over bed tables for dialysis wards.
- Privacy Screens
- Grants for research

Provisions of Welfare grants including:

- Home conversions for home dialysis
- Assistance with transports costs and utility bills
- Building storage for home dialysis supplies,
- Gifts for patients hospitalised over Christmas
- Covid Hardship fund
- Patient Welfare

Funding planned for 2021/22

- Research support at least £26k
- Continuous Professional Development (CDP) for Sussex Kidney Unit (SKU) nursing staff £15k (£30k over remaining 2 years)
- Funding towards proposed ward relocation costs and equipment.

Income from donations for the year amounted to £3.1k plus a legacy of £50,000.

Donations have been limited due to the Covid 19 pandemic.

Funding from sponsorships that are generally raised by family and friends of patients have taken place this year. Other donations received are those sent in memory of loved ones.

Spending against funds have continued to be reduced due to Covid 19 restrictions, resulting in most planned spending not being able to go ahead.

The second tranche of £15k for SKU CPD nursing staff support, was unable to be taken up this year and has therefore held over for use in future years.

Funds that have been allocated are as follows:

- Defibrillator at a cost of £5,372 for the Worthing Unit
- Eight new split top over chair/bed tables have been purchased for the SKU Buckfield unit, which is home dialysis training ward. £2.320
- Newsletters are printed bimonthly, keeping patients informed with latest guidelines and patient news.
- £10k research funding for Kidney Research linked to patients and Covid 19.
- Welfare – general ad hoc payments were made during the year.

Brief statement of the charity's policy on reserves

The affairs of the Association are managed, and its funds administered by the elected Trustees.

The financial policy is to distribute funds generated in year in line with the Associations objective where possible. A budgeted sum is retained to cover annual expenditure plus a contingency retained to address unpredicted events.

A set fund is invested in an interest-bearing account with interest transferred to the current account for distribution.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

q

You **may choose** to include additional information, where relevant about:

- ☐ the charity's principal sources of funds (including any fundraising);
- ☐ how expenditure has supported the key objectives of the charity;
- ☐ investment policy and objectives including any ethical investment policy adopted.

The principal source of funds is from donations and bequests, generally from family and friends of kidney patients.

Charity walks, cycling and fun runs

Supermarket and street collections

Fund raising from activities organised by the committee, World Kidney Day, collection boxes.

Funds raised from the above are used to support renal patient's wellbeing, by providing equipment and support that would otherwise not be funded through the NHS budget.

Future Projects:

As detailed above circa £51k to provide funding for research, equipment, and welfare etc.

Plus any projects requested by the medical staff at the unit.

Section F

Other optional information

--

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)	JC Cogman	
Full name(s)	Jack Charles Cogman	
Position (eg Secretary, Chair, etc)	Chair	

Date

24 February 2022



CHARITY COMMISSION
FOR ENGLAND AND WALES

SEKPA

284479

Receipts and payments accounts

For the period from	Period start date	To	Period end date
	01.09.20		31.08.21

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £
A1 Receipts				
Donations	1,365	-	-	1,365
In Memoriam	1,742	-	-	1,742
Legacies	50,096	-	-	50,096
Gift Aid	276	-	-	276
Fundraising	185	-	-	185
Interest	61	-	-	61
Miscellaneous	20	-	-	20
		-	-	-
Sub total (Gross income for AR)	53,745	-	-	53,745
A2 Asset and investment sales, (see table).				
	-	-	-	-
	-	-	-	-
Sub total	-	-	-	-
Total receipts	53,745	-	-	53,745
A3 Payments				
Renal Unit Equipment	9,193	-	-	9,193
Patient Welfare	1,000	-	-	1,000
Insurance	274	-	-	274
Magazines and Promotions	1,752	-	-	1,752
Printing, Postage and Stationery	380	-	-	380
Travel Expenses	-	-	-	-
Sundry/Accountancy Expenses	-	-	-	-
Subscriptions and Fees	262	-	-	262
Research support	10,000	-	-	10,000
Sub total	22,861	-	-	22,861
A4 Asset and investment purchases, (see table)				
	-	-	-	-
	-	-	-	-
Sub total	-	-	-	-
Total payments	22,861	-	-	22,861
Net of receipts/(payments)	30,884	-	-	30,884
A5 Transfers between funds	-	-	-	-
A6 Cash funds last year end	-	-	-	-
Cash funds this year end	30,884	-	-	30,884

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
B1 Cash funds	Welfare Imprest Fund	100	-
	Scottish Widows CAF account	31,000	-
	Barclays Community Account	219,521	-
	Total cash funds	250,621	-
	(agree balances with receipts and payments account(s))	Agreement Error	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)
			-
			-
			-
			-
			-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)
			-
			-
			-
			-
			-
			-
			-
			-
			-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)
			-
			-
			-
			-
			-
Signed by one or two trustees on behalf of all the trustees			
Signature		Print Name	
Jack Cogman		JACK COGMAN	

CC16a



Last year

to the nearest £

2,514
3,703
500
265
87
180
-
-
7,249

-
-
-

7,249

29,770
747
263
1,430
397
10
117
269
300
33,303

-
-
-

33,303

-	26,054
-	-
-	-
-	26,054



**Endowment
funds**

to nearest £

-
-
-
-

OK

**Endowment
funds**

to nearest £

-
-
-
-
-
-

**Current value
(optional)**

-
-
-
-
-

**Current value
(optional)**

-
-
-
-
-
-
-
-
-

**When due
(optional)**

Date of
approval

24.02.22