



Trustees' Annual Report for the period

| From | Period start date | | | To | Period end date | | |
|------|-------------------|-------|------|----|-----------------|-------|------|
| | 01 | April | 2021 | | 31 | March | 2022 |

Section A Reference and administration details

Charity name

Park Pharmacy Trust

Other names charity is known by

Registered charity number (if any) 294774

Charity's principal address

18 Western College Road

Plymouth

Devon

Postcode

PL4 7AG

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 | Roger James Mitchell | | | |
| 2 | Jonathan Michael Spurling | | Appointed 21 st March 2022 | |
| 3 | Prof Brendan Noble FRSB FRSA | | | |
| 4 | Gillian Fewings BA BSc | | | |
| 5 | Dr Janice Knight PhD | | | |
| 6 | Sian Retallick B Pharm | | | |
| 7 | Jean Cundy-Borge | | | |
| 14 | | | | |
| 15 | | | | |
| 16 | | | | |
| 17 | | | | |
| 18 | | | | |
| 19 | | | | |
| 20 | | | | |

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

| Name | Dates acted if not for whole year |
|------|-----------------------------------|
| | |
| | |
| | |
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| | |

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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| |
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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

Trust Deed dated 29th June 1986

How the charity is constituted
(eg. trust, association, company)

Trust

Trustee selection methods
(eg. appointed by, elected by)

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.

Section C Objectives and activities

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

TO ADVANCE THE EDUCATION OF THE PUBLIC IN THE HISTORY OF PHARMACY AND TO ADVANCE THE ALLIED PROFESSIONS BY DISPLAYING AND MAKING AVAILABLE FOR PRIVATE STUDY AND RESEARCH, EQUIPMENT, BOOKS AND OTHER ITEMS RELATING IN PARTICULAR (WITHOUT PREJUDICE TO THE GENERALITY OF THE

FOREGOING) TO THE PHARMACY BUSINESS FORMERLY RUN BY C J PARK OF 23 MUTLEY PLAIN, PLYMOUTH AND THE PHARMACY FORMALLY RUN BY M A BURR OF 160 DERBY ROAD, NOTTINGHAM

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)

- General Charitable Purposes
- Education/training
- The Advancement Of Health Or Saving Of Lives
- Disability
- The Prevention Or Relief Of Poverty
- Arts/culture/heritage/science
- Environment/conservation/heritage
- Economic/community Development/employment
- Other Charitable Purposes

The trust carries out its activities at Thorn Park Lodge, Plymouth, PL3 4TF where it: runs recall reminiscence sessions for elderly people using items from its historical collections, has specialist activities designed to address issues of isolation and loneliness, offers social prescribing activities, practical science-based workshops for primary children, works closely with schools to help raise children's aspirations in novel ways, is involved in public understanding of science and medicine. It has a pharmaceutical museum, library, a medicinal garden which is open to the public free of charge 7 days a week 24 hours where it is developing an educational project where people can learn what individuals can do to solve some of our environmental threats and is planning the new Plymouth Heritage Health Science Exploratory.

The trustees have had regard to the guidance issued by the Charity Commission on public benefit.

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.

Section D Achievements and performance

Park Pharmacy Trust is run almost entirely by volunteers but seeks grants in which to carry out specific projects in which it is able to employ people who can manage and train volunteers and support them in their activities. Volunteers work in the garden, help out at Children's Industry Workshops and recall reminiscence sessions, are involved in fund raising activities such as garden parties and visits to residential homes, participate in exhibitions and participate in different workshops in which the historical collections of the trust are integrated in education of science, technology, industry, mathematics and literacy.

During the 2021-2022 year, Park Pharmacy Trust had four young adults working on Kickstart projects. These placements were managed by the Devon and Plymouth Chamber of Commerce and the individuals were employed by Knight Scientific Limited who provided facilities for these young people. The minimum wage for their individual ages was provided by the DWP for six months. The Trust benefitted from having two gardeners employed in the medicinal garden and one designer and another museum assistant. These young people were encouraged to talk to visitors to the garden and the lodge and produced an illustrated guide the medicinal plants. The pond was relined in time for spawning of frogs and toads in February and March. A few special events days were held in the garden and flyers were designed to attract new visitors.

Park Pharmacy Trust is now working very closely with the Plymouth Social Isolation Forum, which uses Thorn Park Lodge as its headquarters. The kickstart employees took an active role in admin support activities for a conference that was to be held in April 2022 and will be reported on in the next years report.

The Trust attracts a very wide range of people from the community to its pharmaceutical museum and medicinal garden. It held a Pumpkin carving party in October 2021 which attracted over 40 people, many of whom were international

students from University of Plymouth as well as others who are seeking asylum in Plymouth and were told of this (and other events) by the Devon & Cornwall Refugee Support organisation.

Other events included supporting Dementia week and the Plymouth History festival. We had many group visits including the U3A Social History Group and Saltash Heritage. The lodge is also used as a venue for Poetry reading.

An unusual activity was the use of the museum as a place to dramatize a famous law case known as the Carboloc Smoke Ball case of 1892. This dramatic production was produced as a video for use by the Law Department of the University of Plymouth.

The trust was successful in obtaining a grant from the National Lottery Awards for All for a project called *A novel approach to tackling Covid-19 loneliness*. Because of Covid-19, we were prevented from having face to face sessions but ran a number of Zoom sessions with different subjects such as: *Explore Mr Park's chemist shop*, *What do Pharmacists have to do with teeth and hair*, *10 Forgotten items from an old-fashioned chemist shop*. An evaluation video can be seen on the website.

The trust also signed up to the National Lottery celebration week of projects.

The Trust needs more space to work with children and adults and also needs to find ways to obtain an income to enable its sustainability. To this end it is working towards a Heritage Lottery Grant which has at its core the building of a Victorian style conservatory as a space of education where we can run workshops for adults and children as well as have space for a café. The senior designer from Salisbury Buildings, which specialises in buildings suitable for conservation areas, such as the Mannamead Conservation Area where Thorn Park Lodge is situated, has produced wonderful designs of the two interconnected conservatories. Our discussions with the HLF have been very positive and we are hoping that the Council will support the Trust in this application. The project will teach people about the value of natural green spaces, understanding the need to provide different kinds of habitats for plants and animal, the importance of conservation, recycling and understanding how we all have a role to play in trying to undo (if possible) aspects of climate change. We have had the promise of a donation of 130 sq metres of natural stone paving from Marshalls plc valued at £15,000 which can be used towards match funding of any grants we might win.

Summary of the main achievements of the charity during the year

Section E

Financial review

Brief statement of the charity's policy on reserves

The charity tries to ensure it has sufficient reserves to cover its overheads, but this can be difficult at times. Thorn Park Lodge is owned by the Council but provided as a resource for the Community. The trust pays full commercial rent and rates (less statutory 80% relief) and when it is prevented from having visitors and groups who give donations of money attending then the trustees from time to time help out with loans. It is hoping the Council will be prepared to collaborate with the trust and reduce the rent to be in keeping with other council owned properties used by charities and community groups.

Details of any funds materially in deficit

N/A

Further financial review details (Optional information)

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.

Section F

Other optional information

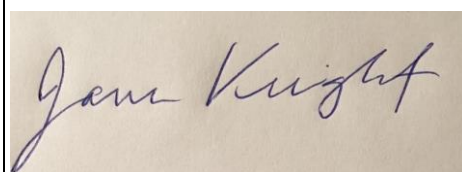
Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)



| | | |
|--|------------------|--|
| Full name(s) | Dr Janice Knight | |
| Position (eg Secretary, Chair, etc) | Chair | |
| Date | 30 January 2023 | |



CHARITY COMMISSION
FOR ENGLAND AND WALES

PARK PHARMACY TRUST

294774

Receipts and payments accounts

For the period
from

1st April 2021

To

31st March 2022

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 | | | | |
| Grants | 15,071 | 10,246 | - | 25,317 |
| Donations | 1,309 | - | - | 1,309 |
| VAT repayments | 640 | - | - | 640 |
| Refund of prior year capital expenditure | 1,728 | - | - | 1,728 |
| | - | - | - | - |
| | - | - | - | - |
| | - | - | - | - |
| | - | - | - | - |
| Sub total (Gross income for AR) | 18,748 | 10,246 | - | 28,994 |
| A2 Asset and investment sales, (see table). | | | | |
| Loans | 900 | - | - | 900 |
| Loan Repayments | 550 | - | - | 550 |
| Sub total | 1,450 | - | - | 1,450 |
| Total receipts | 20,198 | 10,246 | - | 30,444 |
| A3 Payments | | | | |
| Bank charges | - | - | - | - |
| Capital items | 1,021 | - | - | 1,021 |
| Insurance | 1,150 | - | - | 1,150 |
| Premises | 11,075 | - | - | 11,075 |
| Marketing | 1,000 | - | - | 1,000 |
| Staff costs | 1,201 | - | - | 1,201 |
| Volunteer expenses | 63 | - | - | 63 |
| Legal & professional fees | 20 | - | - | 20 |
| Repair costs | 284 | - | - | 284 |
| General admin expenses | 539 | - | - | 539 |
| | - | - | - | - |
| Sub total | 16,353 | - | - | 16,353 |
| A4 Asset and investment purchases, (see table) | | | | |
| Loan repayments | 20,145 | - | - | 20,145 |
| | - | - | - | - |
| Sub total | 20,145 | - | - | 20,145 |
| Total payments | 36,499 | - | - | 36,499 |
| Net of receipts/(payments) | - 16,300 | 10,246 | - | 6,054 |
| A5 Transfers between funds | 15,380 | - 15,380 | - | - |
| A6 Cash funds last year end | 920 | 10,246 | - | 11,166 |
| Cash funds this year end | - 0 | 5,112 | - | 5,112 |

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 | Community account | - | 5,112 |
| | | - | - |
| | | - | - |
| | Total cash funds | - | 5,112 |
| | (agree balances with receipts and payments account(s)) | OK | OK |

| | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ |
|---------------------------------|---------|------------------------------------|----------------------------------|
| B2 Other monetary assets | | - | - |
| | | - | - |
| | | - | - |
| | | - | - |
| | | - | - |
| | | - | - |
| | | - | - |

| | Details | Fund to which asset belongs | Cost (optional) |
|-----------------------------|---------|-----------------------------|-----------------|
| B3 Investment assets | | | - |
| | | | - |
| | | | - |
| | | | - |
| | | | - |

| | Details | Fund to which asset belongs | Cost (optional) |
|---|---------|-----------------------------|-----------------|
| B4 Assets retained for the charity's own use | | | - |
| | | | - |
| | | | - |
| | | | - |
| | | | - |
| | | | - |
| | | | - |
| | | | - |
| | | | - |
| | | | - |

| | Details | Fund to which liability relates | Amount due (optional) |
|-----------------------|---------|---------------------------------|-----------------------|
| B5 Liabilities | | | - |
| | | | - |
| | | | - |
| | | | - |
| | | | - |

Signed by one or two trustees on behalf of all the trustees

Signature

Print Name

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

CC16a



Last year

to the nearest £

| |
|---------------|
| 39,108 |
| 375 |
| 1,707 |
| - |
| - |
| - |
| - |
| - |
| 41,190 |

| |
|------------|
| 764 |
| 50 |
| 814 |

| |
|---------------|
| 42,004 |
|---------------|

| |
|---------------|
| 1 |
| 2,022 |
| 1,209 |
| 10,107 |
| 500 |
| 2,116 |
| - |
| - |
| 412 |
| 578 |
| - |
| 16,945 |

| |
|---------------|
| 13,893 |
| - |
| 13,893 |

| |
|---------------|
| 30,838 |
|---------------|

| |
|---------------|
| 11,166 |
| - |
| - |
| 11,166 |



**Endowment
funds**

to nearest £

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

OK

**Endowment
funds**

to nearest £

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

**Current value
(optional)**

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

**Current value
(optional)**

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

**When due
(optional)**

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Date of
approval

| |
|--|
| |
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Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

Park Pharmacy Trust

On accounts for the year
ended

31st March 2022

Charity no
(if any)

294774

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/03/2022**.

Responsibilities and
basis of report

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

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

Independent
examiner's statement

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

Signed:

Date:

30/1/23

Name:

ANDREW WING LLB FCA

Relevant professional
qualification(s) or body:

FCA (ICAEW)

Address:

Unit 1, Pearl Assurance House

Elbow Lane

Tavistock, Devon,
PL19 0BG