

**QUEEN'S CENTRE FOR CLINICAL STUDIES CHARITY TRUST  
(INCORPORATING A.T.L.S EAST KENT)**

Charity Number : 802995

**ANNUAL REPORT  
AND  
ACCOUNTS**

**For the Year Ended  
31 March 2022**

**MHA MACINTYRE HUDSON  
CHARTERED ACCOUNTANTS  
VICTORIA COURT  
17-21 ASHFORD ROAD  
MAIDSTONE  
KENT**

**QUEEN'S CENTRE FOR CLINICAL STUDIES CHARITY TRUST**

**ANNUAL REPORT AND ACCOUNTS**

**For the Year Ended 31 March 2022**

Contents	Page
Report of the Trustees	1 -3
Independent Examiner's Report	4
Statement of Financial Activities	5-6
Balance Sheet	7
Notes to the Accounts	8-11

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**QUEEN'S CENTRE FOR CLINICAL STUDIES CHARITY TRUST CHARITY NO:  
802995**

**Trustees' End of Year Report- April 2021 to March 2022**

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**1. OBJECTIVES**

- 1.1 The objectives of the charity are to provide postgraduate, undergraduate and allied health professionals with continuing professional development education for persons in the medical and related professions and to raise funds and secure contributions by way of subscriptions and donations to help subsidise educational programmes.

Since April 2013 Health Education England has integrated medical and allied health professional education and the charity has widened its remit to include the education of doctors, medical students, nurses and allied health professionals (physiotherapists and occupational therapists etc).

**2. ORGANISATION**

- 2.1 Clinical Tutor - Miss Elizabeth Sharp  
GP Programme Director – Dr Caroline Crosfield  
Directorate Support & Medical Education Manager – Ms Susan Kennedy  
Centre Manager – Mrs Karen Nicholson (retired November 2022)  
Centre Support Assistant- Ms Chelsea Huckstep  
Foundation Programme Administrator – Mrs Dawn Warren  
Medical Education Administrator- Mrs Sarah McGilley  
Medical Education Administrator- Ms Kayleigh Howard  
Senior Study Leave Co-ordinator – Ms Laura Clark  
Undergraduate Administrator- Ms Alex Ashby  
Data Manager Support Officer – Mrs Jacqueline Forman

**3. TRUSTEES**

- 3.1 Dr D M Cook, Retired Paediatrician (resigned 1 February 2022)  
Dr Caroline Crosfield, GP (Co-opted) (resigned 1 February 2022)  
Dr Anthony Hodgetts, Consultant Anaesthetist  
Ms Carole Jeff (Chair), Retired Matron  
Dr A Marshall, Retired Physician (resigned 1 February 2022)  
Mrs Karen Nicholson (Hon. Secretary) (retired November 2022)  
Mr Peter Pheils, Retired Surgeon  
Miss Elizabeth Sharp (Hon. Treasurer), Clinical Tutor

**4. STAFF**

- 4.1 Staffing levels have remained consistent within the team and Chelsea Huckstep, Centre Support Assistant, returned from maternity leave in October 2021. Chelsea requested to reduce her hours and it was agreed to take on an additional Medical Education Support Assistant to take up the additional hours. Dr Crosfield retired as GP programme director early 2021.

## **5. POSTGRADUATE MATTERS**

- 5.1 Throughout the second and third waves elective surgery and outpatient clinics were restarted with the challenges of running both Covid patients and recovery of the service generally. Covid recovery plan and a restarting of elective operating to reduce waiting lists is a national problem complicated by the fact that many of these patients have required ITU for initial post operative care and these beds have not always been available. The drive to restore elective surgery, reduce waiting lists and ensure trainees have adequate practical experience in both anaesthetics and surgery has been challenging and the Trust is continuing to work towards achieving this.
- 5.2 With the third wave, mainly only two Covid patients in ITU at any one time, many are recovering but usually have pre-existing conditions and/or are not double vaccinated. A&E has been very busy, general surgery is trying to catch up and running at capacity, beds are an issue, only having 9 ITU beds, plus there have been quite a few cancellations. This has all had a knock-on effect on training in surgery and anaesthetics as there have not been as many procedures which caused some frustration with trainees.
- 5.3 Pastoral support has been needed amongst all staff, nursing, medical and ancillary and the Trust has put in wellbeing support, to include 2Gether solutions, with a Wellbeing Lead appointed in 2021. Covid has affected everyone involved in the patient journey.
- 5.4 As part of the Medical Education department restructure the Director of Medical Education will have three Clinical Associate Directors of Medical Education (CADME) to replace Clinical Tutors. The CADME will be a joint appointment between the medical education directorate and the consultant's specialty directorate. The Clinical Tutor role and Centre Manager roles have been assimilated within other new roles. Karen Nicholson formally retired in November 2021 and returned to a less than a fulltime role on a short-term basis to support the directorate during its period of change.

It was agreed by the trustees that ATLS, which are part of the charity, would take on the ownership of the charity from Medical Education. It was agreed to use the remaining charitable funds to buy some new equipment for the clinical skills lab which would provide a good legacy as some models were old and unusable.

## **6. UNDERGRADUATE MATTERS**

- 6.1 Guys Kings and Thomas' medical students have returned in person to the Trust and continued to receive their undergraduate education. The new KMMS medical school took in its second cohort of undergraduates in September 2021. The first two years are community and university placements but from September 2022 QEOMH and WHH will have their first cohort of Year 3 KMMS medical students. Placements for medical students St Georges University, Grenada plan to restart from May 2022 at QEOMH.

## **7. FINANCE**

Due to the pandemic the Charity only met once in September 2021, although there was regular contact between the Chair and the Trustees located within the hospital. As in recent years there have been no additional funds coming into the charity. The aim is to use remaining funds for training and education however, due to the Covid pandemic and changes to the study leave process for doctors in training few requests for bursaries have been received.

## 8. ATLS report

As all staff training across the Trust was suspended due to Covid, ATLS training was not restarted until December 2020. Restrictions were put in place, with groups reduced to four rather than six and human models replaced with manikins in training sessions. Glenn Whitney stepped down as lead and has semi-retired. Pete Samworth has taken on the position of Lead Resuscitation Training Officer.

..... Elizabeth Sharp

Miss Elizabeth Sharp  
Hon. Treasurer to the QCCS Trust Charity

Date: 30.01.2023

## **QUEENS CENTRE FOR CLINICAL STUDIES CHARITY TRUST INDEPENDENT EXAMINER'S REPORT**

I report to the charity trustees on my examination of the accounts of the QCCS Centre for Clinical Studies (the Trust) for the year ended 31 March 2022.

### **Responsibilities and basis of report**

As the charity trustees 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 Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

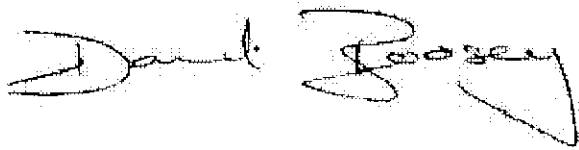
### **Independent examiner's statement**

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

1. accounting records were not kept in respect of the Trust as required by section 130 of the 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 confirm that there are no other matters to which your attention should be drawn 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 and the Charity's Trustees as a body, for my work or for this report.



**David Boosey BA(Hons) CA**  
**MHA MacIntyre Hudson**  
Chartered Accountants  
Date: 17/02/2023

VICTORIA COURT  
17-21 ASHFORD ROAD  
MAIDSTONE  
KENT  
ME14 5DA

**QUEEN'S CENTRE FOR CLINICAL STUDIES CHARITY TRUST**

**STATEMENT OF FINANCIAL ACTIVITIES**

**For the year ended 31st March 2022**

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
<b>INCOMING RESOURCES</b>				
<b>Incoming resources from charitable activities</b>				
Course Fees	-	28,905	28,905	13,545
	-	28,905	28,905	13,545
<b>TOTAL INCOMING RESOURCES</b>	-	28,905	28,905	13,545
<b>RESOURCES EXPENDED</b>				
<b>Charitable activities</b>				
Teaching Faculty Expenses	-	17,504	17,504	10,586
Travel expenses	-	1,557	1,557	212
Printing, Postage and Stationery	93	-	93	109
Administration staff fees	115	-	115	112
Donations	-	-	-	100
Bursaries	260	-	260	-
Sundry	-	319	319	81
Bank charges	-	96	96	69
Loss on disposal	2,743	676	3,419	-
Depreciation	-	-	-	1,139
<i>Subtotal continued to following page:</i>	3,211	20,152	23,363	12,408

**QUEEN'S CENTRE FOR CLINICAL STUDIES CHARITY TRUST**

**STATEMENT OF FINANCIAL ACTIVITY (Continued)....**

**For the year ended 31st March 2022**

	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Total Funds 2022 £</b>	<b>Total Funds 2021 £</b>
<i>Subtotal brought forward from previous page:</i>	3,211	20,152	23,363	12,408
<b>Governance costs</b>				
Accountancy (Note 3)	480	480	960	665
<b>TOTAL RESOURCES EXPENDED</b>	<b>3,691</b>	<b>20,632</b>	<b>24,323</b>	<b>13,073</b>
<b>NET (OUTGOING) / INCOMING RESOURCES FOR THE YEAR</b>	<b>(3,691)</b>	<b>8,273</b>	<b>4,582</b>	<b>472</b>
Transfers	-	-	-	-
<b>NET MOVEMENT IN FUNDS</b>	<b>(3,691)</b>	<b>8,273</b>	<b>4,582</b>	<b>472</b>
<b>FUND BALANCES BROUGHT FORWARD AT 1 APRIL 2021</b>	<b>16,333</b>	<b>19,903</b>	<b>36,236</b>	<b>35,764</b>
<b>FUND BALANCES CARRIED FORWARD AT 31 MARCH 2022</b>	<b>12,642</b>	<b>28,176</b>	<b>40,818</b>	<b>36,236</b>




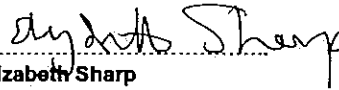
**QUEEN'S CENTRE FOR CLINICAL STUDIES CHARITY TRUST**

**BALANCE SHEET as at 31st March 2022**

	Note	2022 £	2022 £	2021 £	2021 £
<b>FIXED ASSETS</b>	7		-		3,419
<b>CURRENT ASSETS</b>					
QCCS Bank Account		13,171		15,254	
ATLS Bank Account		28,327		18,788	
Cash in hand		280		90	
<b>CURRENT LIABILITY</b>					
Creditors	8	(960)		(1,315)	
<b>NET CURRENT ASSETS</b>			40,818		32,817
<b>NET ASSETS</b>	11		40,818		36,236
<b>FUNDS</b>					
Unrestricted general fund			12,642		16,333
Restricted fund			28,176		19,903
<b>TOTAL FUNDS</b>	10		40,818		36,236

Approved by the trustees of Queen's Centre for Clinical Studies (incorporating A.T.L.S. East Kent)  
on and signed on their behalf by:

  
Carole Jeff  
Chair

  
Elizabeth Sharp  
Trustee

Date: 1/2/2023

# QUEEN'S CENTRE FOR CLINICAL STUDIES CHARITY TRUST

## NOTES (forming part of the Financial Statements)

### 1. Accounting policies

#### Basis of preparing the financial statements

- (i) The financial accounts of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) "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) (effective 1 January 2015), Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Charities Act 2011. The financial statements have been prepared under the historical cost

The charity has taken advantage of the disclosure exemptions permitted by Section 7 of FRS 102 to prepare a Statement of Cash Flows.

The financial statements are presented in sterling which is the functional currency and are rounded to the nearest £1.

- (ii) Depreciation is provided by the Trust to write off the cost less the estimated useful economic lives as follows: -

Equipment	25 % per annum reducing balance
Fixtures, fittings and library	25 % per annum reducing balance

- (iii) Grant allocation is treated as income in the year in which it is received. Where the grant relates to expenditure on fixed assets, it is not deducted from the cost of those assets. The assets acquired with grant funding are capitalised and depreciated in accordance with note (ii) above.

- (iv) All income is accounted for when the Charity becomes entitled to receipt. Expenses are accounted for when the liability is incurred. No income is netted off against expenditure.

- (v) Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Charity's objectives.

- (vi) 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.

- (vii) 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.

## QUEEN'S CENTRE FOR CLINICAL STUDIES CHARITY TRUST

### NOTES (forming part of the Financial Statements)

#### 2. Going Concern

The Trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

3. Governance costs	2022 £	2021 £
Fees payable to the Charity's independent examiner for the independent examination of the Charity's annual accounts	960	665

#### 4. Trustees' remuneration and expenses

The trustees did not receive any remuneration or reimbursements for expenses in this year or last year.

#### 5. Funds

The general fund represents unrestricted funds, which may be used by the trustees in accordance with the Charity's Trust Deed.

The restricted fund represents the activities of ATLS East Kent, which was established to conduct courses in advanced trauma life support, in accordance with the guidelines and under the supervision of the Royal College of Surgeons of England.

#### 6. Critical accounting estimates and areas of judgement

No key judgements (apart from those involving estimates as disclosed in the notes above) have been made in the process of applying the above accounting policies.

#### 7. Fixed Assets

	Equipment £	Fixtures, fittings and library £	Total £
Cost			
Brought forward	48,814	26,689	75,503
Disposals	(48,814)	(26,689)	(75,503)
Carried forward	-	-	-
Depreciation			
Brought forward	45,395	26,689	72,084
Depreciation on disposals	(45,395)	(26,689)	(72,084)
Carried forward	-	-	-
Net book value at 31.03.22	-	-	-
Net book value at 31.03.21	3,419	-	3,419

# QUEEN'S CENTRE FOR CLINICAL STUDIES CHARITY TRUST

## NOTES (forming part of the Financial Statements)

8. Creditors	2022 £	2021 £
Accountancy fee	<u>960</u>	<u>1,315</u>

## 9. Taxation

The Foundation is a registered charity and therefore is not subject to taxation.

## 10. Summary of funds - current year

	Balance at 1 April 2021 £	Income £	Expenditure £	Balance at 31 March 2022 £
Unrestricted Funds	16,333	-	(3,691)	12,642
Restricted Funds	19,903	28,905	(20,632)	28,176
	<u>36,236</u>	<u>28,905</u>	<u>(24,323)</u>	<u>40,818</u>

## Summary of funds - prior year

	Balance at 1 April 2020 £	Income £	Expenditure £	Balance at 31 March 2021 £
Unrestricted Funds	17,802	-	(1,469)	16,333
Restricted Funds	17,962	13,545	(11,604)	19,903
	<u>35,764</u>	<u>13,545</u>	<u>(13,073)</u>	<u>36,236</u>

## QUEEN'S CENTRE FOR CLINICAL STUDIES CHARITY TRUST

### NOTES (forming part of the Financial Statements)

#### 11. Analysis of net assets between funds - current period

	Unrestricted Funds £	Restricted Funds £	Total Funds £
Tangible fixed assets	-	-	-
Current assets	13,122	28,656	41,778
Current liabilities	(480)	(480)	(960)
	<hr/>	<hr/>	<hr/>
Net assets at 31 March 2022	12,642	28,176	40,818
	<hr/>	<hr/>	<hr/>

#### Analysis of net assets between funds - prior period

	Unrestricted Funds £	Restricted Funds £	Total Funds £
Tangible fixed assets	2,743	676	3,419
Current assets	14,248	19,884	34,132
Current liabilities	(658)	(657)	(1,315)
	<hr/>	<hr/>	<hr/>
Net assets at 31 March 2021	16,333	19,903	36,236
	<hr/>	<hr/>	<hr/>

#### 12. Related party transactions

During the year, there have been no related party transactions.