



**Lambeth
Patient
Participation
Group
Network**

**Lambeth Patient Participation Group Network
(A company limited by guarantee)**

Report and Financial Statements

Year ending 31 March 2019

Charity number: 1169899

Company number: 991367

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Lambeth Patient Participation Group Network

Report of the trustees for year ending 31 March 2019

The trustees are pleased to present their annual directors' report together with the consolidated financial statements of the charity and its subsidiary for the year ending 31 March 2019, which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes. The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice (SORP) 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).

Chair's Report

This year has been one of increasing change and development within the health and social care sectors and ensuring the organisation strikes the right balance between supporting patient participation group (PPGs) and keeping patients informed, as well as working strategically has been of greater importance.

There has been a growing recognition of what PPGs can do and the difference they make. As a board, we are mindful that without the commitment and support of Lambeth's PPGs, their members and practice staff the changing landscape would seem even more daunting.

We continuing to provide opportunities for groups to engage and build new working relationships with a wide range of stakeholders and providers has been an important part of our work during this period. In addition to offering tailored training for PPG members to equip them with the skills, tools and knowledge to operate more effectively.

To find out more about the Network and our work visit our website <https://lppgn.org.uk> or call our offices on 020 7326 1586.

Sandra Jones & Patricia Ross
Co-Chair & Treasurer

Our purposes and activities

The purpose of the charity are:

- To promote the relief of sickness and preservation and protection of health by fostering the highest possible standard of primary medical care through patient participation in Lambeth.

The vision that shapes our annual activities remains developing, supporting and growing patient participation within general practice and to provide networking and training opportunities for members to share and learn together and to voice lived experiences.

In shaping our objectives for the year and planning our activities, the trustees have considered the Charity Commission's guidance on public benefit, including the guidance 'public benefit: running a charity (PB2)'. The Network relies on grants to cover its operating costs, keeping expenditure within budget and using the most cost effective options available. As in previous years, we further extended our support to various initiatives by hosting funds for individual PPGs, Local Care Networks and Lambeth Together, which has provided much needed reserves to bolster the organisation's sustainability. We were also successful in applying for funding to support specific training for PPGs to further enhance and develop their skills and capacity.

Core work

Supporting patient participation groups

The mainstay of our work during the year continued to be to support and work closely with patient groups and practices to develop and grow their understanding and output. A key area included engaging new patients to groups, whether as core members or attendees to the various activities and events put on by groups, in partnership with their practices.

The organisation's development officer again worked closely with existing and developing patient groups by providing support at events, meetings, actively connecting groups with community organisations and service providers to widen the networking links and relationships, have provided new opportunities for emerging PPGs.

Strategic Development

The organisation remains committed to ensuring patient representation and involvement is evident at a strategic level. As a Lambeth Together partner, we have been able to work together with the NHS, Council and other voluntary sector organisations to help our residents maintain their health and wellbeing and provide more joined up local health and care. As this collaboration develops, the Network hopes to remain a key partner ensuring patient involvement and input shape decisions and the direction of this ambitious plan to put in place new health and social care systems in the borough.

Three Local Care Networks (LCNs) were developed to enable health care providers, decision makers, commissioners, service users and the voluntary and community sector to meet together locally to address the needs of the patient population. These LCNs provided a regular opportunity for primary and secondary care providers, patients and commissioners to meet to discuss and address the healthcare priorities in an area. Targeted work with specific patients and health conditions enable the LCNs to kick start a more collaborative way of working. Patient representation were a key feature on each of the LCN forums and

boards, with PPG members lending their voice and experiences to make sure that decisions and priorities had patients at the centre.

PPG Training

Towards the end of the year the organisation received funding from the Community Education Providers Network (CEPN) to deliver a series of focused training sessions for PPG members. This opportunity meant we as a networking organisation, were able to respond to member requests for specific capacity building training. The four sessions provided covered an Introduction to Health and Care; Team Building and Leadership; Evaluation, Impact and Monitoring and Building your PPG Team and were a unique opportunity for members to actively learn together, share ideas and take away resources and materials to use within their groups and practices.

Patient Engagement and Involvement

The organisation firmly believes that patient experience, feedback and insight can help inform and shape services and address their real needs. The organisation received many requests for patient involvement and comment on a number of developing projects and promotions. The range and depth of our membership means we are able to take up the call to action on almost every occasion. We supported patient involvement by:

- Organising and working with Lambeth CCG to deliver training to PPGs on the General Data Protection Regulation (GDPR) changes.
- Identifying patient representative to test the 111 telephone service prior to its official launch in the borough
- collecting feedback from patients on proposed publicity for the new First Contact Practitioners Service for physiotherapy, which resulted in a significant redesign of the communication materials
- actively participated in the design consultation questions and the launch of a council-led healthy weight management training programme for GPs
- attending local carer organisations forums and meetings to share the benefits to carers of using online access services not only for themselves but those they care for
- Developing a programme of workshops and sessions run by Compassion in Dying for PPG members to help navigate the sensitivities around talking about advance care planning. These sessions inspired many groups to arrange their own talks and drop [in sessions for](#) their practice population
- The Mind & Body Programme team provided workshop opportunities for patients to explore and understand the connection between mental and physical health and how individuals' needs should be viewed holistically and not in isolation.

Our volunteers

The development, growth and involvement of patient are key to having a thriving group within practices. Without individuals' commitment and involvement to work with their practices and the wider network, our work would not be as far reaching. Patient volunteers bring a richness of knowledge and experience not only to their respective practices and groups but also to the wider patient network.

As an organisation, we are constantly reminded of the contribution Lambeth patients make to ensure the patient voice is heard and remains on the health and wellbeing agenda.

Volunteer representatives attending public meetings, sitting on the Local Care Network boards and forum , contributing to consultations, discussions and service redesign and working with practices and the CCG to share health and wellbeing information in the wider community deserve the recognition and applause.

Achievement and Performance

During the year the Network worked on the foundations laid in previous years to continue to grow and develop groups, with a common agreed set of aspirational goals of what makes for an effective PPG.

At the end of 2017, 70% of the practices in the borough had a recognised patient group. During 2018, whilst the actual number of groups remained unchanged at 31; two significant practice mergers resulted in a slight increase the overall percentage of groups in Lambeth to 76%.

The continuing work with practices to develop patient-led groups and fostering positive working relationships continued against a backdrop of changing fortunes within the NHS.

Being able to provide tailored training for PPGs through the CEPN funding has helped building patient group capacity and skills at a time of significant change and development at both practice and regional level.

Hosting a wider range of networking events, workshops and encouraging groups to collaborate and work with community organisations to extend their outreach into the wider population, whilst upskilling PPG members.

Financial Review

The charity's main operations during the year ran with core funding of £74,441 from the Lambeth Clinical Commissioning Group through a commissioned contract.

There remained a £8,692 balance of funds from a Lambeth GP Federations to promote and support online access registration.

Lambeth Local Care Network £5,000 funding for a care coordination engagement programme remained unspent during this reporting period. Discussions and planning are ongoing about how it can be used in the coming year.

Additionally, the £1,500 LCN award to the organisation for travel expenses for PPG representatives who attended the board and forum meetings was unclaimed. The named representatives agreed to donate their expenses back to the organisation for the benefit of the wider network.

The organisation also received an award of £2,000 from the Community Education Providers Network (CEPN) to deliver capacity building training for PPG members.

Fund Hosting

As in the previous year, the organisation acted as the support organisation for Valley Road PPG, who successfully applied for funding from The London Community Foundation to run a programme of exercise classes to patients of the practice suffering from anxiety and depression. The award of £4,331 for the "Get Fit, Feel Good" classes, expanded on the success of their previous chair exercise programme for older, isolated people.

At the end of this reporting period, £4,027.70 was carried forward into 2019/20 for the continued delivery of these sessions.

The initial award to Valley Road PPG from the London Community Foundation for the chair exercise classes for older, isolated people had an opening balance of £3,525.06 at the beginning of 2018, which was fully spent by the end of this reporting period.

As an active Lambeth Together partner, the organisation hosted £23,740 on behalf of the alliance for the delivery of a programme of workshops and sessions entitled Changing the Conversation. The sessions were coordinated and managed by a project officer, with the Network administering payments to trainers, venues and suppliers.

The trustees have monitored and managed the expenditure throughout the year and are keen to identify other sources of funding to expand the charity's work and provide much needed resources and training opportunities to support and enhance the work of patient groups and members.

Reserves policy and going concern

As this is the full third year of operating as an independent charity, trustees remain hopeful of building up the organisation's reserves during the year. The ideal level of reserves as at 31 March 2019 would be £21,197 to enable operations to continue for a period of three months.

At the end of this financial year, there was an excess of income over expenditure of £56,231. Of this sum, £47,283 is restricted to the work outlined in the Financial Review. This leaves the Network with £8,948 unrestricted funds.

Plans for the future

The charity remains focused on extending its ability to provide relevant training and development opportunities to patient representatives and group members and making connections with the many voluntary and community organisations in Lambeth to foster broader working relationships.

The 2019 NHS forward Plan sets out substantial changes for healthcare services over the next 10 years, which includes details of the role primary care will play in the far-reaching developments and improvements. With new structures and collaborative frameworks our focus, direction and future work will need to reflect the changing landscape, whilst ensuring patient involvement and engagement remains on the agenda in the changing environment of health and social care provision.

Reference and administrative details

for the year ended 31 March 2019

Trustees	Rashmi Agrawal	(appointed January 2019)
	Priscilla Baines	(reappointed January 2019)
	Elaine Fogg	
	Sharon Hudswell	
	Sandra Jones	(Co Chair, reappointed January 2019)
	Gareth Julian	
	Nicola Kingston	(Co Chair, reappointed January 2019)
Patricia Ross	(Treasurer, confirmed January 2019)	

Registered office 336 Brixton Road
London
SW9 7AA

Charity registered number 1169899 (England and Wales)

Company registered number 9913767 (England and Wales)

Independent Examiner The Accounting Equation
Parade Chambers
10 Parade Street
Penzance
TR18 4BU

Bankers National Westminster Bank
504 Brixton Road
London
SW9 8EB
(to September 2018)

Charities Aid Foundation Bank Ltd
25 Kings Hill Avenue
Kings Hill
West Maling
Kent
ME19 4JQ
(from July 2018)

LAMBETH PATIENT PARTICIPATION GROUP NETWORK

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 MARCH 2019

	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds 2019 £	Total Funds 2018 £
Income	3				
Donations and legacies	4	-	-	-	-
Charitable activities		-	104,512	104,512	92,404
Other trading activities		-	-	-	-
Investments	5	-	-	-	-
Separate material item of income		-	-	-	-
Other		256	-	256	-
Total		256	104,512	104,768	92,404
Expenditure	6				
Raising funds		-	2,891	2,891	738
Charitable activities		440	76,450	76,890	67,914
Separate material expense item		-	-	-	-
Other		-	-	-	-
Total		440	79,341	79,781	68,652
Net income/(expenditure) before tax for the reporting period		- 184	25,171	24,987	23,752
Tax payable		-	-	-	-
Net income/(expenditure) after tax before investment gains/(losses)		- 184	25,171	24,987	23,752
Net gains/(losses on investments)		-	-	-	-
Net income/(expenditure) Extraordinary items		- 184	25,171	24,987	23,752
Transfers between funds					
Other recognised gains/ (losses):		-	-	-	-
Gains and losses on revaluation of fixed assets for the charity's own use		-	-	-	-
Other gains/(losses)		-	-	-	-
Net movement in funds		- 184	25,171	24,987	23,752
Reconciliation of funds:					
Total funds brought forward		9,132	22,112	31,244	7,492
Total funds carried forward:		8,948	47,283	56,231	31,244

LAMBETH PATIENT PARTICIPATION GROUP NETWORK

BALANCE SHEET

AS AT 31ST MARCH 2019

	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds 2019 £	Total Funds 2018 £
Fixed Assets					
Tangible Assets	13	-	184	184	369
Total Fixed Assets		-	184	184	369
Current Assets					
Debtors & Prepayments	14	-	13,603	13,603	1,259
Cash at bank and in hand		8,948	52,837	61,785	37,770
Total Current Assets		8,948	66,440	75,388	39,029
Creditors: Amounts falling due within one year	15	-	(19,341)	(19,341)	(8,154)
Net Current Assets/(Liabilities)		8,948	47,099	56,047	30,875
Total Assets less Current Liabilities		8,948	47,283	56,231	31,244
Creditors: Amounts falling due after one year					
Provisions for liabilities		-	-	-	-
Total Net Assets or Liabilities		8,948	47,283	56,231	31,244
Funds of the Charity					
Restricted Funds	16	-	47,283	47,283	22,112
Unrestricted Funds		8,948	-	8,948	9,132
Total Funds		8,948	47,283	56,231	31,244

The company was entitled to exemption from audit under s477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with s476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies regime and in accordance with FRS102 SORP

These accounts were approved by the Board on

Signed

Sandra Jones

Signed

Patricia Ross

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2019**

1 Accounting Policies

- a) **Basis of preparation**
The financial statements have been prepared 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) (effective 1 January 2015) - (Charities SORP (FRS 102)), and the Companies Act 2006

The charity meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s)

- b) **Reconciliation with previously Generally Accepted Accounting Practice**
In preparing the accounts, the trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 the restatement of comparative items was required. It was concluded that no restatement was necessary.
- c) **Preparation of the accounts on a going concern basis**
The financial statements have been prepared on a going concern basis which assumes that the company will continue in operational existence for the foreseeable future.
- d) **Income**
Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether 'capital' or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

- e) **Interest receivable**
Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.
- f) **Fund accounting**
Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted fund of the charity which the trustees have decided at their discretion to set aside for a specific purpose. Restricted funds are those which the donor has specified are to be solely used for particular areas of the charity's work.
- g) **Expenditure and irrecoverable VAT**
Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings;

- Costs of raising funds
- Expenditure on charitable activities
- Other expenditure represents those items not falling into any other heading

Irrecoverable VAT is charged as a cost against the activity for which expenditure was incurred.

- h) Allocation of support costs
Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the work of the charity.
- i) Tangible fixed assets
Individual fixed assets costing £ 400 or more are capitalised at cost and are depreciated over their estimated useful economic lives on a straight line basis as follows:

Fixtures, fittings & equipment	25%
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- j) Debtors
Trade and other debtor are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

- k) Creditors and provisions
Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

2 Legal Status of the Charity

The Charity is a company limited by guarantee and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

3 Financial Performance of the charity

The summary financial performance of the charity is:

	2019	2018
	£	£
Income	101,877	91,666
Expenditure on charitable activities	(76,890)	(67,914)
Net income	24,987	23,752
Total funds brought forward	23,752	7,492
Total funds carried forward	48,739	31,244
Represented by:		
Restricted income funds	39,791	22,112
Unrestricted income funds	8,948	9,132
	48,739	31,244

4 Income from donations

	2019 £	2018 £
Gifts and donations	-	-

There was no income from gifts or donations

The charity benefits from the involvement and support of its volunteers, details of which are given in our annual report. In accordance with FRS 102 and the Charities SORP (FRS 102), the economic contribution of general volunteers is not recognised in the accounts.

5 Investment income

All of the charity's investment income arises from money held in interest bearing accounts

6 Analysis of expenditure on charitable activities

	Supporting PPGs £	Strategic Development £	PPG Training £	PPG Engagement and Involvement £	Funded Projects £
Salaries & pensions	9,049	5,845	7,244	7,662	13089.015
Accommodation costs	1,125	723	911	964	1634
Insurance	120	77	97	103	174
Printing, postage & stationery	205	132	166	176	298
Telephone & fax	183	118	148	157	266
Bank charges	17	11	14	14	24
External Training	1,079	693	873	924	1566
Project Support	437	281	354	374	634
Room Hire & Meeting Costs	943	606	763	808	1369
Subscriptions	8	5	7	7	12
Sundry	68	44	55	59	99
Computer Costs	94	60	76	80	136
Training	95	61	77	81	137
Depreciation	60	46	31	47	
Instructors	360	232	292	309	523
Support costs (see Note 7)	1,244	800	1,007	1,066	1807
Governance costs (see Note 7)	1,125	723	911	964	1634
Total	16,211	10,457	13,024	13,797	23,404

7 Analysis of governance and support costs

The charity initially identifies the cost of its support functions. It then identifies those costs which relate to the governance function. Both support and governance costs are then apportioned between the key charitable activities undertaken (See Note 6) in the year. The table below sets out the basis for apportionment and the analysis of support and governance costs

	Support £	Governance £	Total £	Basis of apportionment
Trustee meetings	30	294	324	Invoices
Salaries & related costs	5,256	3,942	9,198	Allocated on time
Annual Report		147	147	Support
Payroll	637			
Accountancy		973	973	Governance
Total	5,923	5,356	11,279	

8 Net income/(expenditure) for the year

This is stated after charging:

	2019 £	2018 £
Depreciation	185	185
Accountancy fees	973	575
	<u>1158</u>	<u>760</u>

9 Analysis of staff costs, trustee remuneration and expenses and the cost of key management personnel

	2019 £	2018 £
Salaries and wages	53,831	54,310
Social security costs	(10)	2,206
Pension costs	1,156	324
	<u>54,977</u>	<u>56,840</u>

No employees had employee benefits in excess of £60,000. Pension costs are allocated to activities in proportion to the related staffing costs incurred.

The charity trustees were not paid or received any other benefits from employment with the charity in the year, neither were they reimbursed expenses during the year. No charity trustee received payment for professional or other services supplied to the charity.

The key management personnel of the charity comprise the trustees. The total employee benefits of the key management personnel were £ 0 (2018 £0)

10 Staff Numbers

The average monthly headcount was 2 staff (2018: 2 staff)

11 Government Grants

The charity does not receive any government grants via the local authority

	2019 £	2018 £
	<u>-</u>	<u>-</u>

12 Corporation Tax

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

13 Tangible Fixed Assets

	Fixtures, Fittings & Equipment £	TOTAL £
Cost:		
As at 1 April 2018	739	739
Additions	-	-
As at 31 March 2019	<u>739</u>	<u>739</u>
Depreciation:		
As at 1 April 2018	370	370
Charge for the year	185	185
As at 31 March 2019	<u>555</u>	<u>555</u>
Net book value		
As at 1 April 2018	<u>370</u>	<u>370</u>
As at 31 March 2019	<u>184</u>	<u>184</u>

14 Debtors

	2019 £	2018 £
Trade debtors	-	-
Other debtors	-	-
Prepayments & accrued income	13,603	1,259
	<u>13,603</u>	<u>1,259</u>

15 Creditors: amounts falling due within one year

	2019 £	2018 £
Trade creditors	-	-
Other creditors and accruals	15,727	4,452
Taxation and social security costs	3,614	3,701
	<u>19,341</u>	<u>8,153</u>

16 Analysis of charitable funds

Analysis of movements in unrestricted funds

	Balance 1 April 2018	Income	Expenditure	Transfers	Funds 31 March 2019
	£	£	£	£	£
General Fund	9,132	256	(440)	-	8,948
	<u>9,132</u>	<u>256</u>	<u>(440)</u>	<u>-</u>	<u>8,948</u>

Analysis of movements in unrestricted funds- previous year

	Balance 1 April 2017	Income	Expenditure	Transfers	Funds 31 March 2018
	£	£	£	£	£
General Fund	-	-	-	-	9,132
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>9,132</u>

Name of Unrestricted Fund Description, nature and purposes of the fund

General Fund The free reserves of the charity

Analysis of movements in restricted funds

	Balance 1 April 2018	Income	Expenditure	Transfers	Funds 31 March 2019
	£	£	£	£	£
	22,112	104,512	(79,341)	-	47,283
	<u>22,112</u>	<u>104,512</u>	<u>(79,341)</u>	<u>-</u>	<u>47,283</u>

Analysis of movements in restricted funds- previous year

	Balance 1 April 2017	Income	Expenditure	Transfers	Funds 31 March 2018
	£	£	£	£	£
	7,492	82,904	(68,284)	-	22,112
	<u>7,492</u>	<u>82,904</u>	<u>(68,284)</u>	<u>-</u>	<u>22,112</u>

Name of Restricted Fund Description, nature and purposes of the fund

Lambeth Clinical Commissioning Group Supporting developing and maintaining effective Patient Participation Groups, develop effective communications mechanisms and structures, building partnerships, promoting health equality for patients

London Community Foundation Valley Road PPG Chair Exercise Project

Lambeth Community Education Provider Network Capacity Building Training

Local Care Network Care Co-Ordination Engagement & Travel expenses for member involvement

Lambeth Together (Lambeth Community Education Provider Network) 2 training programmes, Changing the conversations & 10 minute CBT

GP Federations Funding Online Access

Analysis of net assets between funds

Fund balances at 31 March 2019 are represented by:

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL £
Tangible Fixed Assets	-	-	185	185
Current Assets	8,948	-	67,141	76,089
Creditors; Amounts falling due within one year			(20,043)	(20,043)
	<u>8,948</u>	<u>-</u>	<u>47,283</u>	<u>56,231</u>

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Analysis of net assets between funds - previous year

Fund balances at 31 March 2018 are represented by:

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL £
Tangible Fixed Assets	-	-	369	369
Current Assets	9,132	-	29,897	39,029
Creditors; Amounts falling due within one year			(8,154)	(8,154)
	<u>9,132</u>	<u>-</u>	<u>22,112</u>	<u>31,244</u>

LAMBETH PATIENT PARTICIPATION GROUP NETWORK

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF LAMBETH PATIENT PARTICIPATION GROUP NETWORK

I report on the accounts of Lambeth Patient Participation Group Network for the year ended 31 March 2019

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention
-

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention which gives me reasonable cause to believe that in any material respect:

- the accounting records were not kept in accordance with section 386 of the Companies Act 2006; and
- the accounts did not accord with such records; or
- the accounts did not comply with the relevant accounting requirements of section 396 of the Companies Act 2006 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; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS 102)

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

Karen Warne FMAAT, ATT
The Accounting Equation
Parade Chambers, 10 Parade Street
Penzance, Cornwall, TR18 4BU

Date: