



Trustees' Annual Report for the period

From 1st April 2023

To

31st March 2024

Charity name: Ottery St Mary Medical Trust

Charity registration number: 1002091

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The object of the charity is to relieve patients and former patients of the practice and other invalids in the community who are in need and to provide or assist in the provision of equipment and facilities not normally provided by the local authority (NHS England/One Devon ICB).
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	The main activities in relation to those purposes are providing amenities, facilities, equipment and technologies, and to provide the relevant maintenance for such items.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees are aware of the guidance and take it into account when making decisions. Decisions are made in accordance with the Charity's purposes

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	The charity does not award grants to individuals.
Policy on social investment including program related investment	Para 1.38	The charity does not use repayable finance to achieve its' aims.
Contribution made by volunteers	Para 1.38	The charity does not employ any volunteers
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>The charity received five applications from the Coleridge Medical Centre to fund the purchase of the following:</p> <p>Electric couch to improve access and comfort for patients</p> <p>Self check-in screen for patient access and convenience.</p> <p>Digit baby scales x 3</p> <p>Information screen and software including patient information and health advice for waiting room</p> <p>Maintenance & safety checks for inner and outer automatic entrance doors – maintenance contract</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	The applications made above were appropriate and approved. Donations to the value of £5854.80 were made to the Coleridge Medical Centre.
Performance of fundraising activities against objectives set	Para 1.41	n/a
Investment performance against objectives	Para 1.41	n/a
Other		

Financial Review

<p>Review of the charity's financial position at the end of the period</p>	<p>Para 1.21</p>	<p>Minor donation has been minimal during the year, amounting to £42.50. The Trust has however received two significant legacy donations during the year, amounting to £125,832. With no immediate funding plans for the capital. The decision was made to open a Liquidity Manger 95-day account to provide a better rate of interest on the reserve balance held by the trust.</p> <p>The Trustees are aware of their individual legal responsibilities to manage charity resources responsibly and that they must ensure the charity is carrying out its purpose. See below re reserves held.</p> <p>The balance sheet for the period is attached.</p> <p>The accounts were independently reviewed on 20-10-2024 by David Roberts, Retired Bank Manager, 57 Claremont Field, Ottery St Mary, Devon EX11 1NP.</p> <p>The annual return to the Charities Commission portal has been completed.</p>
<p>Statement explaining the policy for holding reserves stating why they are held</p>	<p>Para 1.22</p>	<p>The charity reserves are the monetary donations received. A working balance is held in a current account to meet administration costs and small grant applications. Further funds are held in a high interest account with easy access. Further capital is held in the Liquidity account to maximise return. Balances and interest rates are reviewed periodically to meet the operational needs of the Trust.</p>
<p>Amount of reserves held</p>	<p>Para 1.22</p>	<p>Non specific based on likelihood of events happening. A small balance should be held on account for accountancy fees, software licensing (Sage) , bank charges and other future operating costs</p>
<p>Reasons for holding zero reserves</p>	<p>Para 1.22</p>	<p>It is unlikely that there will be any unforeseen emergencies as the charity does not operate premises or a workforce. The charity does not have any ongoing funding commitments or debt so does not</p>

		need to hold contingency for any gaps in funding.
Details of fund materially in deficit	Para 1.24	none
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	The charities sole income is from bequests and donations.

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Bequests and donations
Investment policy and objectives including any social investment policy adopted	Para 1.46	none
A description of the principal risks facing the charity	Para 1.46	Lack of direction and strategy/business planning Underutilisation of funds Succession planning Trustees Public awareness of the trust and its aims

Structure, Governance and Management

Description of charity's trusts:		none
Type of governing document (trust deed, royal charter)	Para 1.25	Deed
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	unincorporated
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	The ongoing trustees can nominate to appoint any person

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	<u>The essential trustee: what you need to know, what you need to do - GOV.UK (www.gov.uk)</u>
The charity's organisational structure and any wider network with which the charity works	Para 1.51	4 x Trustees 1 x administrator/treasurer
Relationship with any related parties	Para 1.51	Trustees are GP Partners of the Coleridge Medical Centre
Trustees Annual Report 01/04/22 to 31/03/2023		Approved at the AGM
Date of previous AGM		15/02/2024

Reference and Administrative details

Charity name	Ottery St Mary Medical Trust
Other name the charity uses	The Medical Trust Fund
Registered charity number	1002091
Charity's principal address	Canaan Way, Ottery St Mary, Devon EX11 1EQ

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	Dr Christopher John Dilley		From 3 September 1990	Founder Trustee
2	Dr Simon John Kerr	Primary Contact Charities Commission & Chair	From 11 September 2002	Continuing Trustees
3	Dr Katharine Jane Gurney		From 11 September 2002	Continuing Trustees
4	Dr Juliet Deborah Nelson		From 15 May 2017	Continuing Trustees

Corporate trustees – names of the directors at the date the report was approved

Director name		
There are no corporate trustees		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
There are no property holding trustees		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	None
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/a

Additional information (optional)

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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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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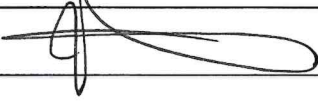
Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Selie Jones	
Position (eg Secretary, Chair, etc)	Administrator / Treasurer	
Date	27-1-2025.	

OTTERY ST MARY MEDICAL TRUST ANNUAL BALANCE SHEET

INCOME

EXPENDITURE

<p>OPENING BANK BALANCES AS AT 01/04/23</p> <p style="text-align: right;">£ 30,802.05</p> <p>Asset sold</p> <p style="text-align: right;">£ -</p> <p>INCOME 01/04/23 - 31/03/2024:</p> <p>MAJOR BEQUESTS:- £ 125,832.75</p> <p>MNR BEQUESTS & DONS:- £ 42.50</p> <p>FUNDRAISING:- £ -</p>	<p>PURCHASES 01/04/23 - 31/03/2024:</p> <p>Electric couch to improve patient experience £ 1,105.20</p> <p>Check in screen CMC £ 1,800.00</p> <p>Digital Baby scales x 3 £ 1,504.80</p> <p>Envisage Hardware - Waiting room £ 228.00</p> <p>Dormakaba contract and maintenance £ 1,216.80</p> <p style="text-align: right;">£ 5,854.80</p> <p>EXPENSES 01/04/23 - 31/03/2024:</p> <p>Sage software £ 91.80</p> <p>Donation Platform charges £ 0.79</p> <p style="text-align: right;">ANNUAL EXPENDITURE £ 5,947.39</p>
<p>BANK INTEREST (Rsrve) £ 1,055.45</p> <p style="text-align: right;">ANNUAL INCOME RECEIVED</p> <p style="text-align: right;">£ 1,055.45</p> <p style="text-align: right;">£ 126,930.70</p>	<p>CURRENT ASSETS</p> <p>CLOSING BANK BALANCES AS AT 31/03/2024</p> <p>Current Account £ 3,525.00</p> <p>Business Reserve Account £ 47,993.97</p> <p>95 day Manager Account £ 100,274.19</p> <p style="text-align: right;">TOTAL CURRENT ASSETS 31/03/2024 £ 151,793.16</p>
<p>CURRENT ASSETS AS AT 31/03/2024</p> <p>Trade creditors (Sage) £ 7.80</p> <p>EOY ADJUSTMENTS</p> <p>Debtors £ -</p> <p style="text-align: right;">TOTAL LIABILITIES 31/03/2024 £ 7.80</p> <p>CURRENT ASSETS AS AT 31/03/2024</p> <p style="text-align: right;">£ 151,785.36</p>	

External Examiners Unqualified Report

Independent Examiner's Report

I report on the accounts of Ottery St Mary Medical Trust for the Year ended 31st March 2024
Which are set out on pages attached.

Respective responsibilities of trustees and examiner

As the charity's trustees you are responsible for the presentation of the accounts; you consider that the audit requirement of section 43(2) of the Charities Act 1993 (the Act) does not apply. It is my responsibility to state, on the basis of procedure specified in the General Directions given by the Charity Commissioners under section 43 (7) (b) of the act, 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 such matters. The procedure undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view of the accounts

Independent Examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) Which gives me reasonable cause to believe that in any material respect the requirements to keep accounting records in accordance with section 41 of the Act;

And

To prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act.

Have been met; or

- (2) To which, in my opinion should be drawn in order to enable a proper understanding of the accounts to be reached.

Name and details

David Roberts

50 Claremont Field, Ottery St Mary, EX11 1NP

Retired Bank Manager

