CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From: 01 Dec 2024

Period end date: 30 Nov 2025

Charity name: British Society of Pharmacy Sleep Services (BSPSS)

Charity registration number: 1198553

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	A. The advancement of health by raising awareness of symptoms and the treatments available for those suffering from sleep disorders. B. To advance the education of the public in general, and particularly amongst community pharmacists, on the subject of sleep disorders. C. We provide essential information to pharmacists to improve patient access to evidence-based sleep information at the earliest possible stage and raise awareness of symptoms and the treatments available for those suffering from sleep disorders. D. We engage in research that accelerates access to evidence-based help for sleep disorders. E. We do this to advance health and save lives of those directly and indirectly impacted by sleep disorders.
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	Free online sleep education for community pharmacists; sleep condition factsheets; the find a sleep trained pharmacist directory; supply of Sunrise and Zoll Itamar home sleep apnoea test devices to a community pharmacy; sleep workshops for MPharm students at King's College London.

Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees confirm that they have had regard to the guidance issued by the Charity Commission on public benefit.

Additional information (optional)

	SORP reference	
Policy on grant making	Para 1.38	We are not a grant-making charity.
Policy on social investment including programme related investment	Para 1.38	We have neither the funds for such an investment nor the intention to create a relevant policy.
Contribution made by volunteers	Para 1.38	Our existence and day-to-day activities are entirely reliant on the goodwill and efforts of the trustees and our volunteer CEO.
Other		Volunteer design and marketing expertise freely given.

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	Research activity during the period included: A scoping review of the evidence base for community pharmacy sleep services. An e-Delphi consensus study on professional standards for community pharmacy sleep services.

Additional information (optional)

	SORP reference	

Achievements against objectives set	Para 1.41	Scoping review anticipated to be submitted in the Autumn of 2026. We were paid by King's College London for the delivery of the four sleep workshops (received in Mar 2026).
Performance of fundraising activities against objectives set	Para 1.41	Receipts fell from £4,722 in the previous year to £1,326, a reduction of approximately 72 per cent.
	SORP reference	
		Declining income is of concern and raises the question of ongoing viability. Our sleep workshops at King's College London were cancelled on cost grounds (the education sector is contracting).
Investment performance against objectives	Para 1.41	We do not currently make financial investments.
Other		

Financial Review

	SORP reference	
Review of the charity's financial position at the end of the period	Para 1.21	During the financial year (1 December 2024 to 30 November 2025) we received £1,326 and spent £1,775, a deficit of £449. Cash funds carried forward at 30 November 2025 were £524, compared with £973 brought forward at 1 December 2024. This is the second consecutive year in which expenditure exceeded income. In the year ended 30 November 2024 the charity received £4,722 and spent £5,368, a deficit of £646.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The trustees have not adopted a formal reserves policy during the period and have since resolved to do so.

Amount of reserves held	Para 1.22	£524 at 30 November 2025, all unrestricted.
Reasons for holding zero reserves	Para 1.22	Not applicable. The charity held reserves of £524 at the period end.
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	Cash funds stood at £524 at 30 November 2025 and had fallen to £145 by 31 December 2025.

Additional information (optional)

	SORP reference	
The charity's principal sources of funds (including any fundraising)	Para 1.47	Two sources provided 96 percent of the charity's receipts during the period. Sefam Medical UK Ltd and Zoll Itamar
Investment policy and objectives including any social investment policy adopted	Para 1.46	Not currently applicable.
A description of the principal risks facing the charity	Para 1.46	We have limited funds, which restricts our choices. While we cannot pay our CEO, this presents us with time limitations.

Structure, Governance and Management

Description of charity's trusts:

	SORP reference	
Type of governing document (trust deed, royal charter)	Para 1.25	CIO by Foundation.

How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	Charitable Incorporated Organisation by foundation.
Trustee selection methods including details of any constitutional provisions	Para 1.25	Trustees are selected by majority board decision. The trustees check that candidates have not been disqualified from acting as trustees, and candidates are asked to confirm in writing that this is the case. Candidates are asked to consider and declare any existing or potential conflicts of interest. If the charity works with children or adults at risk, the trustees seek any appropriate checks from the Disclosure and Barring Service.
	SORP reference	
		In the light of the checks and declarations, the trustees decide to go ahead and formalise the appointment of new trustees.

Additional information (optional)

	SORP reference	
Policies and procedures adopted for the induction and training of trustees	Para 1.51	Through ordinary resolution of the charity. The trustees may appoint a person who is willing to act as a Trustee.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	CIO by foundation. The charity is governed by its board of trustees and operated day to day by an unremunerated Chief Executive Officer. The charity works with academic partners including King's College London, the Vrije Universiteit Brussel and Newcastle University.

Relationship with any related parties	Para 1.51	The Chief Executive Officer, Adrian Zacher, is the founder and a director of Snorer.com Ltd, which owns the intellectual property in the SleepNav clinical decision support system. Mr Zacher is not a charity trustee and receives no remuneration or other benefit from the charity. eeZed Ltd, of which Mr Zacher's spouse Emma Zacher is sole director, provides hosting, domain and web development support to the charity at subsidised rates with an estimated value of approximately £1,000 per annum. There is no written agreement governing this arrangement. These relationships are set out in full in board paper BSPSS/2026/GOV/001, Related Party Disclosure. During the period the charity sold Sunrise home sleep apnoea test devices to Wansford Health Ltd.
Other		Sefam Medical UK and Zoll Itamar provided unconditional grant funding.

Reference and Administrative details

Charity name	The British Society of Pharmacy Sleep Services
Other name the charity uses	BSPSS
Registered charity number	1198553
Charity's principal address	4 Waterford Lane, Cherry Willingham, Lincoln, LN3 4AL

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	ROD TUCKER	President		Founding trustees
2	EDWARD GRANDI	Treasurer		Founding trustees
3	ADRIAN WILLIAMS	Education		Board of Trustees
4	LOUISE BERGER	Education		Board of Trustees

5	LOUISE ORGANISTA	Maternity leave	22 July 2025	Board of Trustees

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

Director name	Not applicable. The charity has no corporate trustee.

Name of trustees holding title to property belonging to the charity

Trustee name	Not applicable.

Funds held as custodian trustees on behalf of others

	Not applicable.

Names and addresses of advisers (optional information)

Type of adviser	None.

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

	Adrian Zacher, Chief Executive Officer. The role is unremunerated and the Chief Executive Officer is not a charity trustee.

Exemptions from disclosure

Reason for non-disclosure of key personnel details	Not applicable.

Other optional information

Events after the end of the reporting period	In August 2026, after the end of the reporting period, three trustees resigned: Gareth Evans, who held the office of President, Raj Nutan and Lizzie Hill. In September 2026 Breege Leddy resigned. Dr Rod Tucker, a continuing trustee, was appointed President. The board comprises five trustees at the date of this report.

Declarations

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

Signature(s)	Edward Grandi
Full name(s)	Edward Grandi

Position (eg Secretary, Chair, etc)	Treasurer
Date	22/09/2026

Signed on behalf of the charity's trustees

CHARITY COMMISSION FOR ENGLAND AND WALES

Charity Name	No (if any)
The British Society of Pharmacy Sleep Services	1198553

Receipts and payments accounts

CC16a

For the period from	Period start date	To	Period end date
	1 December 2024		30 November 2025

DRAFT for trustee consideration. Not approved. See Notes sheet.

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Donations	4	-	-	4	-
Sponsorship	500	-	-	500	-
Charitable activities	822	-	-	822	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
AR)	1,326	-	-	1,326	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	1,326	-	-	1,326	-
A3 Payments					
Sleep test devices purchased for supply	996	-	-	996	-
Workshop facilitation fees	204	-	-	204	-
Insurance	274	-	-	274	-
Regulatory and statutory fees	95	-	-	95	-
Website, software and subscriptions	63	-	-	63	-
Travel	141	-	-	141	-
Bank and payment processing charges	2	-	-	2	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	1,775	-	-	1,775	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	
	-	-	-	-	
Sub total	-	-	-	-	-
Total payments	1,775	-	-	1,775	-
Net of receipts/(payments)	- 449	-	-	- 449	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	973	-	-	973	-
Cash funds this year end	524	-	-	524	-

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	NatWest business current account	524	-	-
		-	-	-
		-	-	-
	Total cash funds	524	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

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

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

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

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

Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval

The British Society of Pharmacy Sleep Services

Registered charity number 1198553

Notes to the receipts and payments accounts for the year ended 30 November 2025

Notes on preparation

1. Basis. The accounts are prepared on the receipts and payments (cash) basis, which is permitted for a non-company charity with gross income of GBP 250,000 or less. They are prepared from the NatWest business current account (sort code 51-70-15, account 85706701), which was the charity's only bank account during the period. All funds are unrestricted.

2. Gross presentation. Receipts collected through PayPal are shown at the amount paid by the donor or customer. PayPal fees of GBP 2.17 are shown within payments rather than netted against receipts.

3. Receipts. Donations GBP 4.05, being one donation from a trustee. Sponsorship GBP 500.00 from ZOLL Medical UK. Charitable activities GBP 821.60, being Wansford Health Ltd GBP 771.60 and M Dobson GBP 50.00, for the supply of home sleep apnoea test devices and related services.

4. Payments. Devices for supply GBP 996.00 (SEFAM Medical Ltd). Workshop facilitation GBP 204.00 (self-employed contractor, King's College London workshops). Insurance GBP 274.36 (PolicyBee). Regulatory and statutory fees GBP 95.00 (Information Commissioner's Office GBP 35.00 and Fundraising Regulator GBP 60.00). Website, software and subscriptions GBP 62.45 (Complianz GBP 52.00 and Paddle GBP 10.45). Travel GBP 140.96 (Trainline). Bank and payment processing charges GBP 2.17.

5. Rounding. Actual receipts were GBP 1,325.65 and actual payments GBP 1,774.94. Individual lines are rounded to the nearest pound using the largest remainder method, so that the rounded figures reconcile exactly to the closing bank balance of GBP 523.91. The website, software and subscriptions line carries the rounding adjustment.

6. Cut-off. A Trainline charge of GBP 127.97 incurred on 28 November 2025 was debited to the account on 1 December 2025 and therefore falls into the following financial year.

7. Employees and trustees. The charity had no employees during the period and made no payments to trustees. The chief executive holds an unremunerated, non-trustee role.

Matters requiring trustee decision before these accounts are approved

D. Liabilities. Section B5 currently shows none. Confirm that no amounts were owed at 30 November 2025.