

PARTNERSHIP FOR HEALTH



FRIENDS OF DAVENPORT HOUSE

BULLETIN NO 9 – FEBRUARY 2020

FORMAL NOTICE OF THE AGM—MONDAY 16 MARCH 2020 *See the back page for the advertising poster*

Friends of Davenport House

Annual General Meeting, Monday 16 March, 2020

The new Salvation Army Hall, Leyton Green, Harpenden (PLEASE NOTE NEW VENUE)

The 2020 AGM will be held at 8.00pm with refreshments from 7.30pm. There is excellent parking just 100 metres away from the Salvation Army Hall in Amenbury Lane Car Park which is free after 6.30pm.

The AGM will take the usual format with the presentation of the Annual Report and Annual Accounts, followed by election of the Trustees for 2020-2021. **The Report and Accounts are attached** and the formal notice for the re-election of the Trustees is below.

After the elections, as is customary, two partners from Davenport House Surgery will give talks. Dr Chas Theuwara will talk about the new opportunities for patient treatment following the inauguration of the Harpenden Primary Care Network, and Dr Ajeet Bagga, as a new partner, will introduce himself and say something about his interest in dermatology.

Joan Shopper
Honorary Secretary
Friends of Davenport House
(joanandhoward@madasafish.com)

Re-election of Trustees

In accordance with Clause 13.1a of our constitution all six elected trustees of the newly incorporated charity (CIO) have to be re-elected at the first Annual General Meeting of the Trust.

All six trustees have agreed to stand for re-election. They are:

Bob Fletcher
John Harris
Helen Hartley
Brian Macdonald
Richard Munton
Joan Shopper

Joan Shopper
Honorary Secretary
Friends of Davenport House
(joanandhoward@madasafish.com)

THE CHAIRMAN'S ANNUAL REPORT 2019

By Richard Muntun

This report covers the first full year since the patient group became a charitable trust (Friends of Davenport House), the ending of subscriptions and putting all our communications on-line. Although always confident that, with your support and that of the Surgery, we were right to make these changes, we were unsure how they would work out in practice.

These uncertainties led us to focus on our core business of communication and education, and the process of reorganisation itself. The new on-line Bulletin has been a great success allowing us to keep you more up-to-date with the rapid changes taking place in the NHS locally and at Davenport House specifically. The new trust has broadened our terms of reference to include residents in the Harpenden area as well as Davenport House, allowing for the generous grant of £5,000 from the Childwick Trust to be awarded; and we have had the usual programme of lively and informative talks open to all who live locally.

The new arrangements and outside circumstances have not been without their challenges. Creating new bank accounts has taken forever and charges to hire the Fowden Hall, Rothamsted were more than doubled last summer. The trustees determined that a charge of more than £1,000 for an evening lecture and some refreshments was more than we should pay, requiring new bookings in a smaller room and in the Harpenden Public Halls, neither of which were wholly satisfactory. We think we have a much better solution for this year, the new Salvation Army Hall in Leyton Green.

In seeking to accommodate more stringent contractual terms for our meetings at Rothamsted we acquired greater insurance cover and then in July changed our charitable status to incorporated (CIO) (Charity Commission Registered Number: 1184307) in July in order to place a limit legally on the level of personal liability of trustees. These changes have consumed much time and effort.

Overall, as expected, we have managed to reduce our costs significantly - primarily through the online production of the Bulletin - whilst significantly increasing our income, largely as a result of your continuing generosity with most members maintaining their subscription payments as donations to the new charity, and the grant from the Childwick Trust. In broad terms our balance sheet shows assets of about £20,000, an increase of £7,500 over last year, and expenditure less than you gave us in donations.

This is an extremely gratifying situation, if somewhat unexpected, and provides a sound basis for planning future activities now that we have almost completed all the organisational changes. We are definitely not seeking to accumulate monies and want to take some new initiatives. We are writing to all members to get their ideas on what we currently do and should think of doing in the future. Please take time to reply. We will summarise your responses in a future edition of the Bulletin. The trustees also have some preliminary thoughts on working with the Practice and Primary Care Network to enhance services to patients.

Before we get too ambitious, some words of caution. This year's generous support may well not be repeated in future years. Second, we have allocated £4,000 to the Surgery (not in last year's accounts as reported below) and we await their response on how they would like to spend it. Finally, the six trustees spend considerable time running the current activities of the trust and we need additional support from the membership if we are to develop new ventures. We will be writing to you later in the year asking for your help. Whilst new blood is always welcome, we are not especially looking for new trustees, but assistance in delivering what we might do. Individually, this often requires limited time and effort but is vital in providing an efficient and effective service.

The membership has remained largely static this year and we plan a membership drive next year. We hold securely more than 1,800 email addresses.

Continued on next page

Activities in 2019

Continued from previous page

The new on-line **Bulletin** has been a great success. Seven editions were produced between March and December, with a hard copy posted in the Surgery. The shorter length and more frequent editions than the former Newsletter have undoubtedly kept patients more up-to-date on the rapid changes taking place in the NHS and the Surgery. A party was held for those who over many years had delivered the former Newsletter. We need someone to shadow the editor, John Harris, now that he has put the new publication in place.

Four lively **meetings** have been held:

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| March 2 | Annual General Meeting, speakers Dr Alka Cashyap and Dr Richard Yasotharan. |
| May 13 | What the L & D Hospital can do for you. Simon Linett (Chair of the Board) and Liz Lees (Chief Nurse). Malcolm Rainbow (Public Governor, L & D Hospital) introduced the speakers and on a later occasion he held a successful recruitment drive at the surgery for Friends of L&D Hospital. |
| July 8 | Doreen Beattie, Ambassador, spoke on the services provided by the Rennie Grove Hospice. |
| October 14 | Dr Paul Whittingham-Jones (Consultant, St Albans Hospital) talked about 'Surgical and Non-Surgical Treatment for Hips and Knees'. |

Governance

Your Managing Committee, consisting of the six trustees, the Senior Partner and the Practice Business Manager, met on seven occasions and, inter alia, prepared a new set of operating rules for the Trust based upon the Trust's constitution as agreed with the Charity Commission. It also held a strategy meeting to look to the future. We retain all our links with SAPG, NAPP and the Herts Valleys CCG. We are working with many others to ensure that the Red House will, after many setbacks, eventually be modernised and reinvigorated as a Health and Wellbeing Centre in 2023.

The Trust continues to work closely with the Practice and we are grateful for the support we have received from all its staff, especially from Dr Alka Cashyap (Senior Partner) and Shannon Davies, (Practice Business Manager) until her recent departure. Despite the staffing difficulties widely experienced by GP Practices today, the Practice team is fully up to strength, including enhanced nursing capacity and continues to act as a vibrant training practice. We recognise that the appointments system is unable to meet all patients' needs promptly and further discussions will be held on this matter. As an integral component of the new Harpenden Primary Care Network, linking the three Harpenden Surgeries, we hope that further improvements to patient care can be expected.

Finally, I want to record with sadness the death in December of **Roger Gedye**, for twelve years chairman of the Patient Group. I also want to put on record my thanks to all my fellow trustees for all their hard work in putting our new arrangements in place. This simple statement does not do justice to all the arduous work undertaken for which I am very grateful. Other members have helped too, and in particular I would like to thank Colin Noakes for his advice on insurance and risk management, and Sheila Uppington for her assistance in setting up and reporting on our meetings.

Richard Munton

5 February 2020

Trustees of the Friends of Davenport House:

Bob Fletcher (Website and on-line Communications)
John Harris (Honorary Treasurer and Editor, Bulletin)
Helen Hartley (Membership)
Brian Macdonald (Vice-Chairman, link with the Charity Commission)
Richard Munton (Chairman)
Joan Shopper (Honorary Secretary)

FRIENDS OF DAVENPORT HOUSE

Combined accounts for the year ended 31 December 2019

FRIENDS OF DAVENPORT HOUSE (COMBINED ACCOUNTS)

Income and Expenditure Statement 31 December 2019

	2019(£)	2018(£)
<i>Balance brought forward</i>	12,870.88	10,500.53
Income		
Subscriptions/Donations	5,585.00	6675.00
Donations/Other	0.62	10.00
Barclays Bank Compensation	100.00	
Book Sales: History of Davenport House	8.00	310.00
Childwick Trust Grant	5,000.00	
Total Income	8.66	8.66
	<u>10,702.28</u>	<u>7003.66</u>
Expenditure		
History of Davenport House printing		385.00
Newsletter printing Costs (PPG share)	327.00	1308.00
Publicity to members (Meeting Posters)	122.40	171.60
Stationery		90.40
New Web Site & Hosting	206.73	57.53
Admin (Inc AGM costs & NAPP sub)	116.50	344.98
Education meetings (Hire of Hall)	1505.12	2122.80
Charity Insurance	505.23	
Deliverers Party	189.30	
Food & Drinks (July meeting)	26.76	
Refunds (Incorrect payment)	20.00	153.00
Total Expenditure	<u>3019.04</u>	<u>4633.31</u>
Excess of income over expenditure	7683.24	2370.35
<i>Balance carried forward</i>	20,554.12	12,870.88

Balance Sheet as at 31 December 2019

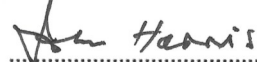
Current Assets:

Barclays Bank Current Account - Davenport House PPG	7172.09	4,206.89
Barclays Bank Savings Account - Davenport House	0.61	
Harpenden Building Society Savings account	8672.65	8,663.99
Barclays Bank Current Account - Friends of Davenport House	4708.77	

Current Liabilities:

Creditors and cheques not presented	Nil	Nil
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Current assets: cash in bank/Building Society	20554.12	12,870.88
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..... John Harris, Treasurer

Report to the Friends of the Davenport House

I have examined the foregoing Statement of Income and Expenditure. From the work carried out, in my opinion, it has been properly prepared from the records of the Group and is in accordance with the information and explanations given to me.



..... Ian Farnsworth, Harpenden

NOTES TO THESE ACCOUNTS ARE ON THE NEXT PAGE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2019

- 1) These accounts are the combined statement of the Davenport House PPG accounts and the Friends of Davenport House Charity accounts. The Davenport House PPG bank account is being retained as some annual standing orders may continue to be received into this account.
- 2) The PPG committee, having previously advised members via the AGM and through the Newsletters, has resolved that transfers will be made periodically from the PPG account to the new charity account being effectively the same organisation with the same officers and same purpose.
- 3) Significant overall funds of £20,000 were accumulated during 2019 whilst the new charity was established and membership fees were terminated. This unsuspected growth of funds can be explained as follows:

Continued receipt of subscriptions in March 2019 (Not anticipated)	£ 5,300
Grant from Childwick Trust (Not budgeted or expected in 2019)	£ 5,000
Support committed to the Surgery for equipment and/or services (not drawn yet)	<u>£ 4,000</u>

Total **£14,300**

- 4) It will be seen that costs have already been reduced with the printed newsletter no longer delivered quarterly replaced with the regular electronic bulletin which is produced at no cost on a voluntary basis. Modest printing costs for meeting posters continue although the art work is produced voluntarily.
- 5) It will be seen that meeting costs at Rothamsted Research have continued to be significant with rates having been increased to nearly £1,000 per meeting during 2019 resulting in the Trustees using alternative venues. The Salvation Army newly re-furbished hall is being used for the first time for the AGM.
- 6) Charity Insurance was necessary before the Charity was incorporated since the Trustees had a significant potential liability in the contract signed for use of the Rothamsted Research facilities for meetings. This will not be necessary at the same level during 2020.

John Harris
Treasurer

STOP PRESS—LATE NEWS

PATIENT SURVEY

A very big thank you to 192 patients who have responded to the recent Patient Survey with a large number of excellent ideas and suggestions. These will be discussed by the Trustees together with the Practice and a response summarised in the next Bulletin during early April 2020.

NEW STANDING ORDERS

Many of you completed new standing orders some time ago to donate to the new Friends charity. Unfortunately we were unable to process these until recently due to the long delays in opening an account for the charity where the bank account number changed on subsequent incorporation of the charity. Some banks have accepted the instructions but others have queried them with you.

If you have any queries please contact me, John Harris, 01582 713246, john@rosemoor1a.co.uk

FRIENDS OF DAVENPORT HOUSE



HEALTH MATTERS! **ANNUAL GENERAL MEETING**

A cordial invitation **to meet the doctors for a cup of tea/coffee**
prior to YOUR Annual General Meeting

on

Monday 16 March 2020

Starting at 8.00pm

At the Salvation Army Hall, Leyton Green

**The business will be short and followed by two presentations
from our doctors:**

DOORS OPEN AT 7.30PM FOR REFRESHMENTS

Dr Chas Thenuwara



***New opportunities for
Patient Treatment via the
Harpenden
Primary Care Network***

Dr Ajeet Bagga



***An introduction from a new
partner in the Practice and
his interest in dermatology***

Excellent parking 100 metres away
in the Amenbury Lane Car Park which is free from 6.30 pm