

Community Pharmacy Swindon and Wiltshire

Annual Report and Unaudited Financial Statements

for the Year Ended 31 March 2023

Hinton Abbott Accountants
2 Kingsdown Orchard
Hyde Road
Swindon
Wiltshire
SN2 7RR

Community Pharmacy Swindon and Wiltshire

Information as at 31 March 2023

Executive Members

Robert Townsend
Chris Shields
Tim Rendell

Members

Aga Janowski
Graham Jones
Patrick Gompels
Kalpesh Gondliya
Abigail Wright

Former Members

John Hughes
Christian Davies
Catherine Attrill
Alina Mulesan
Naz Ameen

Secretary

Sarah Cotton

Registered office

c/o Dorset LPC
Merley House
Merley House Lane, Broadstone
Wimbourne
Dorset
BH21 3AA

Accountants

Hinton Abbott Accountants
2 Kingsdown Orchard
Hyde Road
Swindon
Wiltshire
SN2 7RR

Community Pharmacy Swindon and Wiltshire

Statement of Executive Committee Member's Responsibilities

The Members are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and regulations.

During the year ended 31 March 2023, the Community Pharmacy Swindon and Wiltshire continued to support its members with support meetings and the provision of information all under its duty under clause 3 of its constitution and in particular their relationship with the NHS and PSNC. Members are elected or suspended in accordance with clauses 3-5 and clauses 6 and 7.

Members prepare financial statements for each financial year. They have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The Members must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Committee and of the profit or loss of the Committee for that period. In preparing these financial statements, the Members are required to:

- select suitable accounting policies and apply them consistently;
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable United Kingdom Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Committee will continue its activities.

Approved by Robert Townsend Executive Committee Member and Treasurer

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Date:

**Accountants' Report to the Board of Executive Committee Members on the Preparation
of the Unaudited Statutory Accounts of
Community Pharmacy Swindon and Wiltshire
for the Year Ended 31 March 2023**

In order to assist you to fulfil your duties, we have prepared for your approval the accounts of Community Pharmacy Swindon and Wiltshire for the year ended 31 March 2023 as set out on pages 4 to 7 from the Committee's accounting records and from information and explanations you have given us.

This report is made solely to the Board of Members of Community Pharmacy Swindon and Wiltshire, as a body, in accordance with the terms of our engagement letter. Our work has been undertaken solely to prepare for your approval the accounts of Community Pharmacy Swindon and Wiltshire and state those matters that we have agreed to state to the Board of Members of Community Pharmacy Swindon and Wiltshire, as a body, in this report. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Community Pharmacy Swindon and Wiltshire and its Board of Members as a body for our work or for this report.

It is your duty to ensure that Community Pharmacy Swindon and Wiltshire has kept adequate accounting records and to prepare statutory accounts that give a true and fair view of the assets, liabilities, financial position and profit of Community Pharmacy Swindon and Wiltshire. You consider that Community Pharmacy Swindon and Wiltshire is exempt from the statutory audit requirement for the year.

We have not been instructed to carry out an audit or a review of the accounts of Community Pharmacy Swindon and Wiltshire. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the statutory accounts.

Chris Pittock- Senior Partner

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Hinton Abbott Accountants
2 Kingsdown Orchard
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Swindon
Wiltshire
SN2 7RR

Date:..... 19/07/23

Community Pharmacy Swindon and Wiltshire

Income and expenditure for the Year Ended 31 March 2023

	2023 £	2022 £
Income		
Levy income	127,571	127,571
PharmaOutcomes License & support	19,538	6,452
Local grants	14,480	5,855
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	161,589	139,878
Expenditure made in accordance with the Aims & Purposes of the Committee		
Member costs	12,375	11,015
Chief Officer expenses	2,245	571
Office costs	3,139	1,040
Executive committee	3,841	1,548
PSNC Levy	36,892	37,877
Payroll processing fee	492	408
PharmaOutcomes	14,332	13,652
IT	1,705	1,346
Wages	64,696	69,599
Staff NIC (Employers)	687	1,375
Staff pensions (Defined contribution)	1,341	1,382
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	141,745	139,813
General administrative expenses		
Accountancy fees	960	960
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Total reserves	18,884	(895)

Community Pharmacy Swindon and Wiltshire

Statements of Financial Activities as at 31 March 2023

	Note	2023 £	2022 £
Current assets			
Debtors	4	10,631	10,631
Cash at bank and in hand		98,647	79,779
		<u>109,278</u>	<u>90,410</u>
Creditors: Amounts falling due within one year	6	<u>(861)</u>	<u>(877)</u>
Net assets		<u>108,417</u>	<u>89,533</u>
Capital and reserves			
Committee Fund		72,365	72,365
Reserves		36,052	17,168
Members' funds		<u>108,417</u>	<u>89,533</u>

For the financial year ending 31 March 2023 the Committee was entitled to exemption from audit under the Committee's Constitution.

Members' responsibilities:

- The Members have not required the Committee to obtain an audit of its accounts for the year in question; and
- The Members acknowledge their responsibilities for complying with the United Kingdom Generally Accepted Accounting Principles with respect to accounting records and the preparation of accounts.

The Financial Statements for the year ended 31 March 2023 were approved by the Committee and signed on its behalf by:

These financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

Approved and authorised by the Executive Committee Member and Treasurer on and signed on its behalf by:

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Robert Townsend
Executive Committee Member and Treasurer

Community Pharmacy Swindon and Wiltshire

Notes to the Unaudited Financial Statements for the Year Ended 31 March 2023

1 General information

The address of its registered office is:

c/o Dorset LPC
Merley House
Merley House Lane, Broadstone
Wimbourne
Dorset
BH21 3AA

These financial statements were authorised for issue by the Board on

2 Staff costs

The aggregate payroll costs were as follows:

	2023 £	2022 £
Wages and salaries	64,696	69,599
Social security costs	687	1,375
Pension costs, defined contribution scheme	1,341	1,382
	<u>66,724</u>	<u>72,356</u>

The average number of persons employed by the Committee during the year, analysed by category was as follows:

	2023 No.	2022 No.
Administration and support	<u>3</u>	<u>4</u>

3 Executive Committee' remuneration

The Honorarium paid to Mr. Robert Townsend during the year was as follows:

2023
£

1,300

4 Debtors

	2023 £	2022 £
Current		
Trade debtors	<u>10,631</u>	<u>10,631</u>

Community Pharmacy Swindon and Wiltshire

Notes to the Unaudited Financial Statements for the Year Ended 31 March 2023

5 Cash and cash equivalents

	2023 £	2022 £
Cash at bank	98,647	79,779

6 Creditors

	Note	2023 £	2022 £
Due within one year			
Outstanding defined contribution pension costs		(40)	(24)
Other payables		1	1
Accrued expenses		900	900
		<u>861</u>	<u>877</u>

7 Pension and other schemes

Defined contribution pension scheme

The company operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the company to the scheme and amounted to £1,342 (2022 - £1,382).

Contributions totalling £(40) (2022 - £(24)) were payable to the scheme at the end of the year and are included in creditors.

8 Related party transactions

During the year the following expenses reimbursement have taken place to members of the Committee:

- £603.85 Robert Townsend
- £111.80 Naz Ameen
- £1,824.80 Christopher Shield
- £870.69 Carolyn Beale
- £1,374.56 Sarah Cotton