**Friends of Health Care in Builth Wells and District**

**Governance policy paper 4 – Annual report**

All charities are required to produce an Annual Report which should:

* Outline the key activities undertaken during the year.
* Detail any Grants made and donations received during the year.
* Detail any reports from Grant recipients from the previous year outlining how Grants have been used.
* Provide a financial report and a copy of the reserves policy.
* Outline how FHCBW has met the public benefit requirement.