

30 SEP 2020

Charity number: 1145101

BRITISH MATERNAL AND FETAL MEDICINE SOCIETY

UNAUDITED

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 JANUARY 2020

BRITISH MATERNAL AND FETAL MEDICINE SOCIETY

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BRITISH MATERNAL AND FETAL MEDICINE SOCIETY

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS FOR THE YEAR ENDED 31 JANUARY 2020

Trustees	Mr M Taylor, President Dr A McEwan (resigned 16 September 2019) Dr T Johnston, Treasurer Mr K Hinshaw Dr K Morris Dr E Ferriman (appointed 16 September 2019)
Charity registered number	1145101
Principal office	Royal College of Obstetricians and Gynaecologists (RCOG) 10 - 18 Union Street London SE1 1SZ
Accountants	Haslers Chartered Accountants Old Station Road Loughton Essex IG10 4PL

BRITISH MATERNAL AND FETAL MEDICINE SOCIETY

TRUSTEES' REPORT FOR THE YEAR ENDED 31 JANUARY 2020

The Trustees present their annual report together with the financial statements of the British Maternal and Fetal Medicine Society for the year 1 February 2019 to 31 January 2020. The Trustees confirm that the Annual report and financial statements of the charity comply with the current statutory requirements, the requirements of the charity's governing document and the provisions of the Statement of Recommended Practice (SORP) as it applies to charities completing accounts on a receipts and payments basis.

Objectives and activities

a. Policies and objectives

The society will address its aims through the following means:

- The organisation of an annual conference
- The support of members' research work through the BMFMS research bursaries
- The support of the clinical study groups aligned to the aims of the BMFMS

b. Activities undertaken to achieve objectives

The Society organises a 2-day annual scientific meeting, during which the AGM is held. The conference was hosted in Edinburgh in 2019 and 570 delegates attended. Due to the Covid-19 pandemic, the 2020 conference which was due to be held in London was cancelled, as were two joint BMFMS/RCOG short courses, this will have a financial impact on the coming year's income.

Achievements and performance

a. Review of activities

This has been another good year for the Charity, with the membership again remaining fairly stable at approximately 575. The Charitable aims of BMFMS continue to be reflected in the significant developments of the past year as follows:

Extending the scope of our educational bursaries and fellowships, with a robust and transparent system of assessing applications, is the responsibility of our awards subcommittee.

The following is also available to BMFMS members:

Continuing development of an improved website. This helps fulfil one of our Charitable aims by increasing access for education, communication, advice and support, for Members and patients.

The Charity's finances are sound, and the annual financial report is attached. There are unrestricted funds of £138,652. During the year, the total income was £135,699, with expenditure at £103,875.

Financial review

a. Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 JANUARY 2020

Financial review (continued)

b. Reserves policy

The charity holds no fixed assets or trade debtors. The only funds held by the charity are available as cash at short notice. The reserves are all unrestricted and will be used to ensure that the charity can meet its growing training and course commitments in the future.

c. Principal funding

The charity receives most of its funding from annual membership fees and course income. This income has been used to facilitate the organisation of the courses and cover in the administration costs of the society.

Structure, governance and management

a. Constitution

The principal object of the charity is to advance education in the subject of maternal and fetal medicine and to preserve and protect good health by encouraging improved standards of pregnancy care.

Aims

The Society aims to provide a forum where issues of relevance to Obstetricians and other professionals involved in maternity care are discussed. In particular, the Society seeks to

- Disseminate knowledge
- Promote research and audit
- Establish good quality training programmes
- Encourage development of clinical guidelines.

The ultimate goal is to encourage improved standards of maternity care.

The Society will provide a Maternal and Fetal Medicine input to the Royal College of Obstetricians and Gynaecologists (RCOG) including advice on training in obstetrics and special interest / subspecialty training in Maternal and Fetal Medicine. The Society will also make representation to other Colleges and national bodies when appropriate, including providing relevant stakeholder feedback on relevant national documents and guidance.

The Society will develop links to other relevant professional societies with the aim of disseminating knowledge and improving standards of care for pregnant women.

Membership

Membership is open to any professional involved in maternity care. There will be no limit to the size of membership. To become a member, a completed application form must be submitted to the Society's Coordinator, along with the appropriate annual subscription fee. Subscription rates are set by the Society and revised periodically. Concessionary membership rates will be available for midwives and non-clinicians. Continued membership involves the payment of the annual subscription fee. Membership will be terminated if there is failure to pay the annual subscription. The Committee has the right to terminate membership under exceptional circumstances.

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 JANUARY 2020

Structure, governance and management (continued)

b. Organisational structure and decision-making policies

Society Officers and Committee structure

Roles of Officers

The President will:

- Be the principal spokesperson for the Society
- Be the named stakeholder when the Society registers involvement in discussions with other Societies or national bodies
- Chair the Committee meetings
- Chair the Annual General Meeting
- Be responsible for the accuracy of the minutes of meetings.

The Secretary will:

- Be responsible for coordinating the activities of the Committee
- Be responsible for the production of the minutes of the Committee and Annual General Meetings
- Collaborate closely with the appointed Conference Organiser
- Act as deputy to the President in terms of representing the Society at relevant meetings.

The Treasurer will:

- Be responsible for the Society's finances and producing an annual audit of accounts at the Annual General Meetings.
- Advise the Committee about financial issues eg when subscription rates need to be raised
- Advise about the registration fee or any surcharge necessary for Annual Meetings of the Society, to ensure that these Meetings do not run at a financial loss and generate some income for the Society

The Committee will comprise of 23 members, drawn wherever possible from England, Wales, Scotland, Northern Ireland and the Republic of Ireland.

Appointment of Committee Members

1. Notification of vacancies or new appointments to the committee will be circulated to Society members (by email or web posting).
2. Candidates, with their agreement, must be nominated by 2 Society members (by postal return of signed nomination paper)
3. A voting paper with details of candidates will be circulated (by email or web posting).
4. Votes will be registered by return of a signed ballot paper to the BMFMS office.
5. Members can only vote once for each vacancy advertised.

The Society's Officers and Committee members will be elected by the membership of the Society for a term of three years. The President may not be re-elected, but other Officers and Committee members may be re-elected once for a second three-year term. A willing person can serve a third term, if no other candidates come forward for election. The Committee reserves the right to allow flexibility in the timing of appointments, to ensure continuity within the Committees. It is anticipated that no more than four committee members will change in one year.

Committee Membership:

- President
- Honorary Secretary
- Treasurer

BRITISH MATERNAL AND FETAL MEDICINE SOCIETY

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 JANUARY 2020

Structure, governance and management (continued)

- Scientific representative
- Trainee representative x2
- District General Hospital representative x2
- Abstract Co-ordinator
- Prize Co-ordinator
- Maternal Medicine representative x 2
- Labour & Delivery representative x 2
- Pregnancy Outcome representative x 2
- Fetal Medicine representative x2
- Education and Training representative

In addition, there may be up to four ex officio members:

- Representative of the Royal College of Midwives (RCM)
- Representative of the British Association of Perinatal Medicine (BAPM)
- Revalidation representative
- Website co-ordinator

Ex-officio members representing the RCM and BAPM will be elected by their respective organisations for a period of three years but may be re-elected once for a second three-year term. The appointment of other ex-officio members is at the discretion of the Committee. Such appointments will usually be for a period of three years.

In addition to the above a representative of the Conference Organiser may be invited to attend Committee Meetings where appropriate.

12 out of 23 members, with at least 2 officers, would be quorate.

The Committee will meet at least twice during the year, as necessary to fulfil its functions. The functions of the Committee will be as follows:

- Development of Maternal and Fetal Medicine special interest and subspecialty training
- Identification / provision of BMFMS representatives for RCOG and other relevant national committees
- Organisation of the Annual Meeting of the Society
- Organisation of joint meetings with other Societies /Groups.

Working Groups

The Executive Committee may draw up small Working Groups, usually chaired by a Committee Member, where an issue is identified needing consultation and discussion. Members of these Groups will be co-opted from the Society's wider membership. These Groups will report to the Committee and their continued existence will be reviewed on an annual basis.

Society Coordinator

The Society will employ a Coordinator whose functions will be:

- Keeping a full and up-to-date membership list
- Collecting the annual subscriptions
- Deal with the day to day financial matters pertaining to the Society
- Keeping a permanent record of the Minutes of all Society Meetings
- Keeping on file copies of all correspondence relevant to the Society, including Committee minutes.

**TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 JANUARY 2020**

Structure, governance and management (continued)

- Communicating with the Society's members via mail, website posting or email when there are items of news to be disseminated from the Officers or Committees, or where the members' views need to be canvassed about a subject.
- In liaison with the Website Coordinator, maintaining an up-to-date Society website, in liaison with any persons or company employed for that purpose

The Society Coordinator will usually be present at Committee meetings.

Conference Organisers

The Committee will appoint Conference Organisers to deal with the practical arrangements of their Annual Meeting (selecting conference venues, negotiating rates of hire, identifying suitable accommodation, publicity, registration, trade exhibitions etc). The Committee will review contracts periodically.

The Conference Organisers will participate in parts of Committee meetings relevant to Conference Organisation and take minutes accordingly.

Statement of Trustees' responsibilities

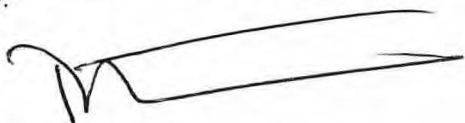
The Trustees are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Trust deed. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees on 23 September 2020 and signed on their behalf by:



Dr T Johnston

BRITISH MATERNAL AND FETAL MEDICINE SOCIETY

INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 31 JANUARY 2020

Independent examiner's report to the Trustees of British Maternal and Fetal Medicine Society (the Charity)

I report to the charity Trustees on my examination of the accounts of the Charity for the year ended 31 January 2020.

Responsibilities and basis of report

As the Trustees of the Charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Your attention is drawn to the fact that the Charity has prepared the accounts in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has been withdrawn.

I understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Charity as required by section 130 of the 2011 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

BRITISH MATERNAL AND FETAL MEDICINE SOCIETY

**INDEPENDENT EXAMINER'S REPORT (CONTINUED)
FOR THE YEAR ENDED 31 JANUARY 2020**

This report is made solely to the Charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for my work or for this report.

Signed: Laura Ambrose FCA

Dated: 23 September 2020



Haslers
Old Station Road
Loughton
Essex
IG10 4PL

BRITISH MATERNAL AND FETAL MEDICINE SOCIETY

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 JANUARY 2020

	Note	Unrestricted funds 2020 £	Total funds 2020 £	Total funds 2019 £
Income from:				
Charitable activities	2	26,786	26,786	27,965
Investments	3	116	116	77
Other income	4	108,797	108,797	57,964
Total income		135,699	135,699	86,006
Expenditure on:				
Charitable activities		103,875	103,875	133,434
Total expenditure		103,875	103,875	133,434
Net movement in funds		31,824	31,824	(47,428)
Reconciliation of funds:				
Total funds brought forward		106,828	106,828	154,256
Net movement in funds		31,824	31,824	(47,428)
Total funds carried forward		138,652	138,652	106,828

The Statement of financial activities includes all gains and losses recognised in the year.

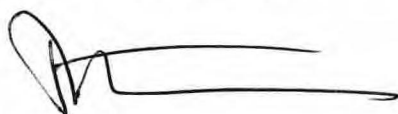
The notes on pages 11 to 18 form part of these financial statements.

BRITISH MATERNAL AND FETAL MEDICINE SOCIETY

**BALANCE SHEET
AS AT 31 JANUARY 2020**

	Note	2020 £	2019 £
Fixed assets		<u>-</u>	<u>-</u>
Current assets			
Cash at bank and in hand	138,652	106,828	
	<u>138,652</u>	<u>106,828</u>	
Net current assets		138,652	106,828
Total assets less current liabilities		<u>138,652</u>	<u>106,828</u>
Net assets excluding pension asset		<u>138,652</u>	<u>106,828</u>
Total net assets		<u><u>138,652</u></u>	<u><u>106,828</u></u>
Charity funds			
Restricted funds	9	-	-
Unrestricted funds	9	138,652	106,828
Total funds		<u><u>138,652</u></u>	<u><u>106,828</u></u>

The financial statements were approved and authorised for issue by the Trustees on 23 September 2020 and signed on their behalf by:



Dr T Johnston

The notes on pages 11 to 18 form part of these financial statements.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JANUARY 2020

1. Accounting policies

1.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

British Maternal and Fetal Medicine Society meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

1.2 Income

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

1.3 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Charity's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

1.4 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Charity; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

1.5 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

BRITISH MATERNAL AND FETAL MEDICINE SOCIETY

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JANUARY 2020

1. Accounting policies (continued)

1.6 Financial instruments

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

1.7 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Investment income, gains and losses are allocated to the appropriate fund.

2. Income from charitable activities

	Unrestricted funds 2020 £	Total funds 2020 £
Membership subscriptions received	26,786	26,786
	<hr/>	<hr/>
	<i>Unrestricted funds 2019 £</i>	<i>Total funds 2019 £</i>
Membership subscriptions received	27,965	27,965
	<hr/>	<hr/>

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JANUARY 2020

3. Investment income

	Unrestricted funds 2020 £	Total funds 2020 £
Bank interest	116	116
	<u>116</u>	<u>116</u>
	<i>Unrestricted funds 2019 £</i>	<i>Total funds 2019 £</i>
Bank interest	77	77
	<u>77</u>	<u>77</u>

4. Other incoming resources

	Unrestricted funds 2020 £	Total funds 2020 £
Hampton medical	72,497	72,497
Income from joint RCOG/BMFMS meetings	26,798	26,798
Tamba	9,502	9,502
	<u>108,797</u>	<u>108,797</u>
	<i>Unrestricted funds 2019 £</i>	<i>Total funds 2019 £</i>
Income from joint RCOG/BMFMS meetings	36,767	36,767
Tamba	21,197	21,197
	<u>57,964</u>	<u>57,964</u>

BRITISH MATERNAL AND FETAL MEDICINE SOCIETY

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JANUARY 2020

5. Analysis of expenditure by activities

	Activities undertaken directly 2020 £	Support costs 2020 £	Total funds 2020 £
Promoting education and research	26,221	77,654	103,875

	Activities undertaken directly 2019 £	Support costs 2019 £	Total funds 2019 £
Promoting education and research	90,472	42,962	133,434

Analysis of direct costs

	Activities 2020 £	Total funds 2020 £
Bursaries	26,221	26,221
	Activities 2019 £	Total funds 2019 £
Bursaries	69,354	69,354
CSG Expenses	1,118	1,118
Scholarships	20,000	20,000
	90,472	90,472

BRITISH MATERNAL AND FETAL MEDICINE SOCIETY

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JANUARY 2020**

5. Analysis of expenditure by activities (continued)

Analysis of support costs

	Activities 2020 £	Total funds 2020 £
Staff costs	23,036	23,036
Bank charges	43	43
Postage	13	13
General expenses	415	415
Committee expenses	9,213	9,213
Professional fees	4,769	4,769
Conference expenses	20,000	20,000
Catering	486	486
Rent	6,179	6,179
Computer costs	13,500	13,500
	<u>77,654</u>	<u>77,654</u>
	Activities 2019 £	Total funds 2019 £
Staff costs	18,087	18,087
Bank interest	61	61
Postage	27	27
General expenses	413	413
Committee expenses	3,910	3,910
Professional fees	3,000	3,000
Catering	391	391
Rent	4,968	4,968
Travel	10,431	10,431
Computer costs	1,674	1,674
	<u>42,962</u>	<u>42,962</u>

BRITISH MATERNAL AND FETAL MEDICINE SOCIETY

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JANUARY 2020

6. Independent examiner's remuneration

	2020 £	2019 £
Fees payable to the Charity's independent examiner for the independent examination of the Charity's annual accounts	<u>2,775</u>	<u>3,000</u>

7. Staff costs

	2020 £	2019 £
Wages and salaries	19,449	15,279
Social security costs	3,588	2,809
	<u>23,037</u>	<u>18,088</u>

The average number of persons employed by the Charity during the year was as follows:

	2020 No.	2019 No.
Administrative	<u>1</u>	<u>1</u>

No employee received remuneration amounting to more than £60,000 in either year.

8. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2019 - £NIL).

During the year ended 31 January 2020, no Trustee expenses have been incurred (2019 - £NIL).

BRITISH MATERNAL AND FETAL MEDICINE SOCIETY

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JANUARY 2020**

9. Statement of funds

Statement of funds - current year

	Balance at 1 February 2019 £	Income £	Expenditure £	Balance at 31 January 2020 £
Unrestricted funds				
General Funds	106,828	135,699	(103,875)	138,652

Statement of funds - prior year

	<i>Balance at 1 February 2018 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Balance at 31 January 2019 £</i>
Unrestricted funds				
General Funds	<i>154,256</i>	<i>86,006</i>	<i>(133,434)</i>	<i>106,828</i>

10. Summary of funds

Summary of funds - current year

	Balance at 1 February 2019 £	Income £	Expenditure £	Balance at 31 January 2020 £
General funds	106,828	135,699	(103,875)	138,652

Summary of funds - prior year

	<i>Balance at 1 February 2018 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Balance at 31 January 2019 £</i>
General funds	<i>154,256</i>	<i>86,006</i>	<i>(133,434)</i>	<i>106,828</i>

BRITISH MATERNAL AND FETAL MEDICINE SOCIETY

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JANUARY 2020

11. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2020 £	Total funds 2020 £
Current assets	138,652	138,652
Total	138,652	138,652

Analysis of net assets between funds - prior year

	Unrestricted funds 2019 £	Total funds 2019 £
Current assets	106,828	106,828
Total	106,828	106,828