

British Cardiac Patients Association - Zipper Club

Report and Financial Statements for the Year Ended 28th February 2018

Charity No. 289190

British Cardiac Patients Association - Zipper Club

**Contents of the Financial Statements
For the Year Ended 28th February 2018**

Page	Contents
1 - 2	Trustees' Annual Report
3	Consolidated Statement of Financial Activities
4	Consolidated Balance Sheet
5 – 8	Notes to the Financial Statements
9	Independent Examiner's Report

British Cardiac Patients Association - Zipper Club

Trustees' Annual Report for the Year Ended 28th February 2018

The British Cardiac Patients Association is a Registered Charity No 289190 and governed by the Charity's Constitution and by applicable law. The Registered Office is at 15 Abbey Road, Bingham, Nottingham, NG13 8EE. The following Trustees served the Charity during the period:

Mr Keith Jackson	Chairman
Dr Richard Maddison	Vice-Chairman
Mr Derek Holley	Treasurer
Mr A Steel	
Mr A Ward	
Miss S Douglass	
Mr E Coxon	
Mrs M Lyth	
Mrs M Rimmer	
Mrs B Rogers	

The Objectives of the Charity are to sustain and support cardiac patients, their families, carers and others and generally to contribute to charitable work within hospitals and cardiac units. Where appropriate, the Charity provides funds for the purchase of equipment for hospitals to assist in the care of patients. In addition, the Charity provides information on awareness and prevention of coronary heart disease.

All Trustees (the Executive Members) and Area Co-ordinators are volunteers. The Executive Members are elected for three-year terms on a rota basis of one-third of the total number each year at the Annual General Meeting. The Charity's bankers are Lloyds TSB plc, Commercial Banking Centre in Stevenage; and the Independent Examiner is Kevin Green, of Tacconi Green & Co, St Ives, Cambridgeshire.

The Charity is dependent upon member subscriptions, donations and fund raising for its income. In addition it attempts to raise advertising and sponsorship to assist in the production of its in-house magazine, which is distributed free to all members and to hospital patients in cardiac wards. Additional copies are provided for the medical profession and for general promotion purposes. Some of our members undertake hospital visits to reassure patients who have undergone or are awaiting treatment. We also offer a helpline service for those patients and carers who need assistance or re-assurance.

The Charity shows a deficit of £1,783 (2017 deficit £20,707). This is attributed to donations and the purchase of equipment for hospitals from funds received in prior years. The majority of funds raised are used for member information and support, hospital equipment and patient support. During the past 10 years the Charity has spent over £155,000 on buying equipment and giving donations for various hospitals in the areas where it has support groups.

The Charity operates funds for General Reserve, Area Groups and Papworth Hospital in Cambridgeshire. All these funds have reserves adequate to cover foreseeable expenditure. In addition it holds the Norma Jackson Memorial General Hospital Fund and a Life Membership Reserve Fund. These funds are expended on a needs basis.

The Charity's policy on reserves is to utilise funds on a needs basis to achieve the Charity's Objectives. The Charity does not make investments other than utilising interest bearing bank accounts and the Charities Official Investment Funds.

The Charity does not run any major risks that need to be addressed. The Charity has adequate Employers and Public Liability Insurance for unforeseen events.

The Charity works closely with the cardiac units and rehabilitation programmes in those areas where it has Area Groups functioning. During the year these were located in Cambridge, Halton, Lincoln, Stafford, Peterborough, SE London & Kent, Warrington and Wreccsam. In addition, the Charity has contacts in Bedford, Belfast, Cannock, Chester, Cornwall, East Suffolk, Hull & East Riding, Huntingdon, Llandudno, North Staffordshire, Oxfordshire, Swindon, Worthing & the Martletts, West Suffolk & South West Norfolk. In addition, the Charity has contacts in Bedford, Belfast, Cannock, Chester, Cornwall, East Suffolk, Hull & East Riding, Huntingdon, Llandudno, North Staffordshire, Oxfordshire, Swindon, Worthing & the Martletts, West Suffolk & South West Norfolk. Area Groups exist to provide support to heart patients and carers and any Area fund raising is incidental to that aim.

Trustees' Responsibilities Statement

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

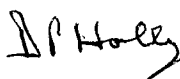
The law applicable to charities in England & Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2015 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards 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 operation.

The Trustees are responsible for keeping proper accounting records that 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.

Signed for and on behalf of the Trustees by

DP Holley, Trustee/Treasurer



Date: 21st November 2018

British Cardiac Patients Association – Zipper Club

Consolidated Statement of Financial Activities Including all Area Groups

For the Year Ended 28th February 2018

	Unrestricted Funds	Restricted Funds	Total Funds		Notes
	2018	2018	2018	2017	
	£	£	£	£	
Incoming Resources					
Donations	15560	1074	16634	8316	
Fund Raising	14538	0	14538	17297	
Subscriptions	3325	0	3325	3915	
Other Income	467	0	467	2731	(11)
Interest Received	210	0	210	418	
Total Incoming Resources	34100	1074	35174	32677	(12)
Resources Expended					
Direct Charitable Expenditure:					
Hospital Equipment & Donations	1335	0	1335	14176	
Promotion & Information	3610	0	3610	4825	
Total Direct Charitable Expenses	4945	0	4945	19001	
Other Expenditure					
Fund Raising	16583	0	16583	16100	
Magazine Printing & Distribution Costs	7329	0	7329	9651	
Administration & Running Expenses	8100	0	8100	8632	
Total Other Expenses	32012	0	32012	34383	
Total Resources Expended	36957	0	36957	53384	(13)
Net Incoming/(Outgoing) Before Transfers	-2857	1074	-1783	-20707	
Transfers Between Funds (on Consolidation)	0	0	0	0	
Net Incoming/(Outgoing) After Transfers	-2857	1074	-1783	-20707	
Accumulated Funds brought forward	147438	4696	152134	172841	
Accumulated Funds carried forward	144581	5770	150351	152134	

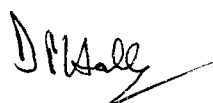
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Consolidated Balance Sheet

For the Year Ended 28th February 2018

	Unrestricted Funds	Restricted Funds	Total Funds		Notes
	2018	2018	2018	2017	
	£	£	£	£	
Fixed Assets – Tangible	0	0	0	34	(2)
Debtors & Prepayments	332	0	332	0	(3)
Charities Official Investment Fund	79583	0	79583	84390	(5)
Bank Accounts	66401	5770	72171	70646	(5)
Current Assets	146316	5770	152086	155036	
Creditors: Amounts falling due within one year	-1000	0	-1000	-2936	(4)
Net Current Assets	145316	5770	151086	152100	
Total Assets less Current Liabilities	145316	5770	151086	152134	
Funds					
Unrestricted Funds					
General Reserve	42398	0	42401	51354	(6)
Area Group Funds	69450	0	69450	61976	(7)
	111848	0	111851	113330	
Designated Funds					
Life Membership Account	2378	0	3300	3300	(8)
Norma Jackson General Hospital Fund	30355	0	30355	30861	(9)
Warrington area Group	735	0	735	0	
	33468	0	34390	34161	
Restricted Funds					
Papworth Hospital Fund	0	5770	4845	4643	(10)
	0	5770	4845	4643	
Total Funds	145316	5770	151086	152134	

These accounts were approved by the Board of trustees on 21st November 2018 and signed on their behalf by DP Holley.



British Cardiac Patients Association - Zipper Club

Notes to the Accounts

Year Ended 28th February 2018

1. Accounting Policies

Basis of preparing the Financial Statements

The financial statements of the charity, which is a public benefit entity under FRS 102, 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 Financial Reporting Standard and applicable in the UK and Republic of Ireland (FRS 102) (effective 1st January 2015). The financial statements have been prepared under historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, 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 accounted for on an accruals basis and has been classified under headings that aggregate all costs relating to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with use of resources.

Accounting Convention

The financial statements are prepared under the historical cost convention and on an accruals basis. Payments between Area Groups and Head Office accounts are eliminated on consolidation.

Charity Accounting Structure

The Charity has two distinct accounting groups. The first consists of funds controlled by The Executive Committee (The Trustees). The second consists of the various Area Groups set up within the Constitution of the Charity and operating with their own funds. All accounts are consolidated and shown in this report.

Fund Accounting

The Charity maintains various types of funds as follows.

Unrestricted Funds

General Unrestricted Funds are expendable at the discretion of The Executive Committee in accordance with the Objectives of the Charity and its Constitution. Area Group Funds consist of the accumulated amounts held by groups acting within the Objectives and Constitution of the Charity. (See Note 7 below)

Designated Funds

Designated Funds are amounts that have been set aside out of unrestricted funds at the discretion of The Executive Committee to fund particular types of current and future expenditure. (See Notes 8 and 9 below)

Restricted Funds

Restricted Funds are held for Papworth Hospital.

Income and Donations

All income is recognised in the statement of financial activities where receipt has been made or there is reasonable assurance of receipt. Donations and fundraising receipts are reported gross and the related fundraising costs are reported in other expenditure.

Expenditure

All expenses are allocated to the various funds on an actual basis as and when spent. Provision has been made for accountancy fees and expenses of £1000 (£1100 in 2017).

Fixed Assets

Assets held by Area Groups are included at valuation.

2. Fixed Assets

COST	2018	2017
	£	£
Equipment at 1 st March	931	931
Additions During Year	0	0
Disposals During Year	0	0
Value at 28th February	931	931
DEPRECIATION		
Depreciation at 1 st March	897	864
Charge During Year	34	33
Disposals During Year	0	0
Depreciation at 28th February	931	897
Net Book Value at 28th February		
Held by Stafford Area Group	0	34
Total	0	34

3. Debtors

Miscellaneous	332	0
Total	332	0

4. Creditors

Miscellaneous	1000	1466
AGM	0	40
Subscriptions & Donations in Advance	0	1430
Total	1000	2936

5. Bank Funds

Bank Accounts held by The Executive Committee	3136	6400
Charities Official Investment Fund	79583	84390
Accounts held by Area Groups	69035	64246
Total	151754	155036

6. General Reserve (Unrestricted Fund)

The fund represents the accumulated surplus of income over expenses for the funds controlled directly by The Executive Committee.

7. Area Group Funds (Unrestricted Funds)

There are various Area Groups operating throughout England & Wales. The balances represent funds accumulated by these groups.

8. Life Membership Account (Designated Fund)

Subscriptions received for Life Membership of the Charity are applied to income over a 10 year period. Accumulated interest on the Fund is applied to income annually.

9. Norma Jackson General Hospital Fund (Designated Fund)

Proceeds from the Charity's Annual Draw are held in this account and used to assist Area Groups with the purchase of equipment for hospitals within their areas. Also included are donations for equipment purchases where no hospital is specified.

10. Papworth Hospital Fund (Restricted Fund)

The Charity receives donations, gifts and legacies for specific use at Papworth Hospital. These are used to grant aid or purchase equipment at the request of the hospital management.

11. Other Income

The income from other sources in 2018 was commission from an insurance company.

12. Incoming Resources Analysis

	2018	2017
	£	£
Donations	16634	8316
Fund Raising by Area Groups	11868	14551
National Draw	2670	2746
Insurance Commissions	467	2731
Interest Received	210	418
Subscriptions	3325	3915
Total Income	35174	32677

13. Resources Expended

Promotion & Information	3610	4825
Hospital Equipment	1335	14176
Expenses of Fund Raising	16583	16100
Magazine Printing & Distribution	7329	9651
Meetings	1187	699
Accountancy Fee	1000	1100
Area Group Administration	3364	3003
Head Office Administration	2549	3830
Total Expended	36957	53384

14. Reserves Policy

The Trustees have agreed to maintain sufficient reserves to cover annual expenses except where funds are raised for a specific purpose. In some cases these funds can be spent over more than 1 year.

15. Payments to Trustees and Related Persons or Parties

There were no payments to Trustees or Related Persons or Parties during the 2017/18

Independent Examiner's Report to the Trustees of British Cardiac Patients Association – Zipper Club

I report to the charity trustees on my examination of the accounts of the charity for the year ended 28th February 2018 which are set out on pages 3 to 8.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

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

Independent examiner's statement

I have completed my examination. I confirm that no material 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 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.

K F Green
FMAAT
32a East Street
St.Ives
Cambs
PE27 5PD



Date: 22nd November 2018