

Charity Number: 270473

THE SOCIETY OF CLINICAL PERFUSION SCIENTISTS OF GREAT BRITAIN AND IRELAND

**ACCOUNTS
FOR THE YEAR ENDED
30 APRIL 2020**

CHARITY INFORMATION

Trustees

Mr Noel Kelleher
Mr Simon Phillips
Mr Lawrence Beare
Ms Denise Gonoud

Charity Number

270473

Address

Fifth Floor
The Royal College of Surgeons of England
Lincoln's Inn Fields
London
WC2A 3PE

Independent Examiner

Cooper Parry Group Limited
Chartered Accountants
Park View
One Central Boulevard
Blythe Valley Business Park
Solihull
B90 8BG

Bankers

HSBC Plc
Cottingham Branch
112 King Street
Cottingham
East Yorkshire
HU16 5QE

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TRUSTEE'S REPORT
30 April 2020

The Trustees present their report and accounts for the year ended 30 April 2020.

Trustees

Trustees serving during the year were:

Mr Noel Kelleher
Mr Simon Phillips
Mr Simon Anderson
Mr Andrew Heggie
Mr Lawrence Beare
Ms Denise Gonoud

All trustees must be full members of the charity and are elected by full and trainee members of the Society. The categories of membership and powers of appointing and removing Trustees are outlined in the Society Bylaws.

Objectives of the Charity

The Society is a registered charity and constituted in accordance with its Bylaws. The latest version of these Bylaws were amended by a scheme dated 18 October 2014.

The charity's objectives are to promote the advancement of perfusion technology by providing opportunities for collective discussions and action on scientific matters. On 22 April 2006 a Scheme was approved by the Charity Commission allowing the Society to amend its Bylaws.

The trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charitable company's aims and objectives and in planning future activities. In particular, the trustees have considered how planned activities will contribute to the aims and objectives set.

Organisation

The charity is governed by its Board of Trustees which is responsible for formulating the strategies and policies of the charity including approval of budgets and the exercising of financial controls. The board members as at 30 April 2018 were:

Chairman: **Mr Noel Kelleher**
Chief Perfusionist
University Hospital Wales
Heath Park
Cardiff
CF14 4XW

Treasurer: **Mr Lawrence Beare**
Fifth Floor
The Royal College of Surgeons
Lincoln's Inn Fields
London
WC2N 3PE

Secretary: **Ms Denise Gonoud**
Chief Perfusionist
University Hospital Galway
Clinical Perfusion Science Dept
Cardiac Theatre, Level2
Newcastle Road
Galway, H91 YR71

Registrar: **Mr Simon Phillips**
Head of Clinical Perfusion Science
St George's Healthcare NHS Trust
Blackshaw Road
London
SW17 0QT

In addition to the Board of Trustees, there is an Executive Committee comprising the Trustees plus a further six members.

TRUSTEE'S REPORT
30 April 2020

Review of activities and future developments

Treasurer's Report 2019/20

Outgoings increased leading to a further loss over the year. This will need to be addressed over the coming year. Some of this came from one off payments such as the new website or late collection of receipts.

Secretarial costs have also greatly increased from previous years.

To correct this a number of plans have been put forward. Firstly the College has agreed to increase their support for secretarial costs to 50%. Secondly the aim will be for the Society's fixed income (eg. subscriptions) not to exceed fixed outgoings (eg. Secretarial support). This can only be achieved with the membership support. The society will also look to reduce outgoings where it can until such time as the financial position has recovered.

Membership numbers and subscriptions remain roughly the same as the previous year and AGM & congress surplus increased on the previous year.

The Bristol University education pathway is now up and running. In a change to previous arrangements Bristol University pays the Society directly for lecturers and Examinations. This arrived after the 11 May close for these accounts.

The Perfusionist's advertising income increased over the year and Loan repayments from the College remain ongoing

The uncertainty surrounding our main surplus generator (the AGM) due to Covid 19 means we need to get our finances in order quickly. Steps to deal with this will be taken to the membership in due course.

Events 2019/20

- The Society's new website was launched. It is hoped over time this platform can be used for greater interaction with the membership, subscription payment, a multi media AGM portal and a revenue generator. Some of this will require further investment. As the website is run by the Society it is hoped running costs will reduce compared to previous periods.
- SCTS was due to be supported, along with running of examiners workshop at the event, this ended up being cancelled due to Covid 19. This also happened to ACTACC.
- The AGM and congress was again a great success, however some of the educational grants were late in payment. In future years this will need to be tightened up.
- An Expert witness course was run for those members of the profession who have previously been asked to partake in legal proceedings. This was well attended and greatly received. It is hope that this can be repeated in the future when funds allow.
- The Safety Committee and the ECMO meetings continued to be supported.
- The Society continues to support a representative from the Society on the European Board.

Unrestricted funds

The Statement of Financial Activities shows net outgoing resources for the year of £29,069 (2019;15,484) and at the balance sheet date the Unrestricted Fund stands at £110,218 (2019: £139,287)

TRUSTEE'S REPORT
30 April 2019

Risk Management and Reserves Policy

As the activities and aims of the Society change the reserves required for the Society to work for its membership unhindered by financial restraints will fluctuate.

The trustees have reviewed the reserves of the Society and the executive committee have established a policy whereby the unrestricted funds not committed or invested in fixed assets ("the free reserves") held by the Society should be 12 months of the resources expended. This equates to an average expenditure over the three previous years of £216,565 minus the stable income of membership subscriptions giving a total requirement of £193,565 in general funds. At this level, the executive committee feel that they would be able to continue the current activities of the Society in the event of a significant drop in funding from two of its three main sources of funds, that is the Perfusionist magazine and our Annual Congress and AGM. At present the free reserves amount to £109,931 Our policy is therefore to increase reserves to the required level.

The Executive Committee, as an integral part of their meetings, consider and review the major risks to which the Society is exposed and takes steps, where appropriate, to address those risks.

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 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;
- 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; and
- 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 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 on behalf of the Board of Trustees



.....
L Beare

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
THE SOCIETY OF CLINICAL PERFUSION SCIENTISTS OF GREAT BRITAIN AND IRELAND**

I report on the accounts of the Charity for the year ended 30 April 2020, which are set out on pages 5 to 8.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Partner in Cooper Parry Group Limited
Park View
One Central Boulevard
Blythe Valley Business Park
Solihull
B90 8BG

Date: October 2019

STATEMENT OF FINANCIAL ACTIVITIES
For the year ended 30 April 2020

	Notes	2020 £	Unrestricted Funds 2019 £
INCOMING RESOURCES			
Subscriptions		23,567	21,780
Meetings and AGM		152,613	150,485
Examinations		24,300	10,750
Perfusionist magazine		32,318	25,991
Bank interest		82	104
		_____	_____
Total incoming resources		232,880	209,111
		_____	_____
RESOURCES EXPENDED			
<i>Charitable expenditure</i>			
Direct costs in furtherance of charitable objects	3	188,062	164,110
Support and administration costs	4	71,177	57,905
Governance costs	5	2,710	2,580
		_____	_____
Total resources expended		261,949	224,595
		_____	_____
Net incoming resources for the year			
Net movement in funds		(29,069)	(15,484)
Funds brought forward at 1 May 2019		139,287	154,771
		_____	_____
FUNDS CARRIED FORWARD AT 30 APRIL 2020		110,218	139,287
		=====	=====

No activities were acquired or discontinued during the year.

There were no recognised gains and losses in the above periods other than the net movement in resources for the year.

THE SOCIETY OF CLINICAL PERFUSION SCIENTISTS OF GREAT BRITAIN AND IRELAND

BALANCE SHEET
As at 30 April 2020

	Notes	2020	2019
		£	£
FIXED ASSETS			
Tangible fixed assets	2	287	346
CURRENT ASSETS			
Prepayments	38,808	1,576	
Treasurers account	28,380	20,302	
No 2 Treasurers account	7,833	36,434	
Deposit account	31,927	69,846	
Loan	15,000	20,000	
		<u>121,948</u>	<u>148,158</u>
CURRENT LIABILITIES			
Other creditors	12,017	9,217	
		<u>12,017</u>	<u>9,217</u>
NET CURRENT ASSETS		<u>109,931</u>	<u>138,941</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>110,218</u>	<u>139,287</u>
RESERVES			
Unrestricted Funds		<u>110,218</u>	<u>139,287</u>

These accounts were approved by the Executive Committee on 25th September 2020



.....
Noel Kelleher - Trustee (Chairman)



THE SOCIETY OF CLINICAL PERFUSION SCIENTISTS OF GREAT BRITAIN AND IRELAND

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Lawrence Beare – Trustee (Treasurer)

NOTES TO THE ACCOUNTS
For the year ended 30 April 2020

1 ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the provisions of the Charities Act 2011 and in compliance with the historical cost accounting rules, on an accruals basis and in compliance with applicable Accounting Standards. In preparing the financial statements the Trustees have adopted the provisions of the Statement of Recommended Practice - "Accounting and Reporting by Charities" (SORP 2005).

The principal accounting policies adopted are set out below:

Depreciation of tangible fixed assets

Depreciation is provided at the following annual rates on a reducing balance basis to write off the cost less the estimated residual value of the assets over their expected useful economic lives:

Office equipment	15%
Computer equipment	33.33%

Incoming Resources

Annual subscriptions are recognised in full in the period in which the renewal arises. All other income is recognised in the period in which the event takes place.

Resources expended

Resources expended are recognised in the period to which they relate. Where costs relate directly to a particular cost category they are allocated in full to that category. Where costs cannot be attributed directly to one category they are apportioned on an appropriate basis.

2 TANGIBLE FIXED ASSETS

	Office Equipment £	Computer Equipment £	Total £
Cost			
At 1 May 2019			
Additions	8,829	8,774	17,603
	-----	-----	-----
At 30 April 2020	8,829	8,774	17,603
Depreciation			
At 1 May 2019	8,523	8,734	17,257
Charge for year	46	13	59
	-----	-----	-----
At 30 April 2020	8,569	8,747	17,316
Net book value:			
At 30 April 2020	260	27	287
	=====	=====	=====
At 30 April 2019	306	40	356
	=====	=====	=====

NOTES TO THE ACCOUNTS
For the year ended 30 April 2020

3	ACTIVITIES IN FURTHERANCE OF CHARITABLE OBJECTS	2020	2019
		£	£
	Meetings and AGM	124,944	105,776
	Examinations / Bristol courses	16,221	11,279
	Perfusionist magazine	46,897	47,055
		<u>188,062</u>	<u>164,110</u>
4	SUPPORT AND ADMINISTRATION COSTS	2020	2019
		£	£
	Salaries and national insurance	21,089	23,298
	Committee expenses	18,990	11,934
	Printing, postage, stationary & catering	4,590	4,294
	Website and other computer costs	9,681	4,043
	Rent	9,258	8,919
	Other office cost	4,830	3,255
	Telephone charges	949	835
	Bank charges	1,151	1,100
	Depreciation	59	74
	Professional fees	580	153
		<u>71,177</u>	<u>57,905</u>
5	GOVERNANCE COSTS	2020	2019
		£	£
	Preparation of statutory accounts and independent examination	2,710	2,580
		<u>2,710</u>	<u>2,580</u>
6	STAFF COSTS	2020	2019
		£	£
	Total staff costs:		
	Wages and salaries	21,598	21,598
	Social Security	1,700	1,700
		<u>23,246</u>	<u>23,298</u>

There was one employee during the year (2019: one)
 No employee received remuneration of £50,000 or more.
 No trustee received remuneration during the year
 The four trustees and six other executive committee members were reimbursed expenses of £18,990 (2019 £11,934)

THE SOCIETY OF CLINICAL PERFUSION SCIENTISTS OF GREAT BRITAIN AND IRELAND

DETAILED INCOME AND EXPENDITURE ACCOUNT
For the year ended 30 April 2020

	2020 £	2019 £
Income		
Subscriptions	23,567	21,781
Meetings and AGM	152,613	150,485
Examinations / Bristol courses	24,300	10,750
Perfusionist Magazine	32,318	25,991
Bank Interest	82	104
	<u>232,880</u>	<u>209,111</u>
Expenditure		
Wages and salaries	21,089	23,298
Meetings and AGM	124,944	105,776
Examinations / Bristol courses	16,221	11,279
Perfusionist Magazine	46,897	47,055
Committee expenses	18,990	11,934
Printing, postage, stationery and catering	4,590	4,294
Website development	9,681	4,043
Rent	9,258	8,919
Other office costs	4,830	3,255
Telephone charges	949	835
Professional fees	3,290	2,733
Bank charges	1,151	1,100
Depreciation	59	74
	<u>261,949</u>	<u>224,595</u>
Net expenditure for the year	<u>(29,069)</u>	<u>(15,484)</u>