

BRITTLE BONE SOCIETY
FINANCIAL STATEMENTS
31 MARCH 2015

Charity Numbers

272100 (England)
SCO10951 (Scotland)

BIRD SIMPSON & CO
Chartered Accountants & Statutory Auditor
144 Nethergate
Dundee
DD1 4EB

BRITTLE BONE SOCIETY
FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2015

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BRITTLE BONE SOCIETY

MEMBERS OF THE BOARD AND PROFESSIONAL ADVISERS

| | |
|--------------------------------|---|
| Registered charity name | Brittle Bone Society |
| Charity numbers | 272100 (England) SCO10951 (Scotland) |
| Principal office | Grant Paterson House 30 Guthrie Street Dundee DD1 5BS |
| Trustees | Elaine Healey (Chairman) Robert Gordon (Treasurer) John Phillips (Secretary) Jacky Boyd Helen Chappell Yvonne Grant Simon McKeown Andrew Mills (Re-elected 23/09/2014) Samantha Renke Harry Venet Mirrick Koh (Co-opted 05/03/2014 and elected 23/09/2014) |
| Chief executive officer | Patricia Osborne |
| Auditor | Bird Simpson & Co Chartered Accountants & Statutory Auditor 144 Nethergate Dundee DD1 4EB |
| Bankers | Royal Bank of Scotland 3 High Street Dundee DD1 9LY |
| Legal status | Unincorporated Charity registered with The Charity Commission in England & Wales under Charity number 272100 and the Office of the Scottish Charity Regulator in Scotland under Charity number SCO10951. |

BRITTLE BONE SOCIETY
TRUSTEES' ANNUAL REPORT
YEAR ENDED 31 MARCH 2015

The trustees present their report and the financial statements of the charity for the year ended 31 March 2015.

REFERENCE AND ADMINISTRATIVE DETAILS

Reference and administrative details are shown in the schedule of members of the board and professional advisers on page 1 of the financial statements.

THE TRUSTEES

The trustees who served the charity during the period were as follows:

Elaine Healey
Robert Gordon
John Phillips
Jacky Boyd
Helen Chappell
Yvonne Grant
Simon McKeown
Andrew Mills
Samantha Renke
Harry Venet
Mirrick Koh

Andrew Mills retired and was re-elected 23 September 2014.

Mirrick Koh was co-opted by the board on 05 March 2014 and elected 23 September 2014.

STRUCTURE, GOVERNANCE AND MANAGEMENT

As the Charity is active throughout the United Kingdom it is registered with both the Charity Commission and the Office of the Scottish Charity Regulator. It is unincorporated and governed by its constitution. The Charity is aware of moves to establish the set up of the Northern Ireland Charity Commission - this is scheduled in the next two years and the BBS will keep appraised of the position.

MEMBERSHIP

Membership of the Charity is open to individuals over the age of 18 years and organisations who are interested in furthering the work of the Charity and who have paid the appropriate annual subscription. The Charity communicated an agreed membership restructure, introducing one membership category and a new supporter's package. The revenue gained from the new income stream from the Supporters' subscription fee for 2014 brought in the sum of £4,016.

DATA PROTECTION

The Charity continues to adhere to Data Protection principles. The Charity has ensured all Trustees and key staff have completed child protection training and are complying fully with all CRBS checks (now being replaced with PVG Scheme), and includes self declaration forms for any volunteers or back office personnel.

BRITTLE BONE SOCIETY

TRUSTEES' ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2015

ADMINISTRATION

The Trustees administer and manage the Charity and employ a Chief Executive Officer to manage the day-to-day operations of the organisation. Whilst the Chief Executive Officer is normally in attendance at the meetings of the Trustees, she has no voting rights, her participation being on an ex-officio basis.

MEETINGS

The Trustees meet at least three times per year depending on the business to be considered. Decisions are made based on motions, duly proposed and seconded, either at the meeting or resolutions in writing. Motions are carried on a simple majority of the Trustees attending and voting. This is subject to the constitutional requirement that a minimum of five Trustees must be present at any meeting. In addition the Chair/Secretary and Treasurer together with the Chief Executive Officer prepare regular reports for the Trustees. Additionally the CEO regularly emails and discusses and consults with the Chairman, Secretary and Treasurer on operational matters.

TRUSTEES

On election or adoption Trustees are supplied with the relevant publications from the Charity Commission and the Office of the Scottish Charity Regulator. The Charity supplies full job descriptions for Trustees and office bearers, copies of the constitution and other policy documents relevant to the governance of the Charity.

Trustees are encouraged to contact the appropriate regulator or, if necessary, other sources of information should they have any enquiries.

Trustees are also required to sign a Declaration Form confirming that they are not in any way legally disqualified from serving.

While the Trustees consider external and internal risks to the Charity on an ad hoc basis, they have conducted a review focusing on the major risks to which the Charity is exposed and the systems that are required to mitigate those risks. There is, however, knowledge of the significant external risks to funding and the Charity will continue to seek opportunities, which will allow for the diversification of funding and activities.

Internal risks are minimised by the established procedures for authorisation of transactions and projects and to ensure consistent quality of delivery for all operational aspects of the Charity. These procedures are periodically reviewed to ensure that they still meet the needs of the Charity.

The law firm Jones Day, of which Trustee John Phillips is Partner in Charge, continues to provide pro-bono legal advice across a number of areas including advice on litigation, IT and other contractual matters, data protection and employment law. The London office of Jones Day is regularly used by Charity staff and Trustees for meetings on both internal matters and funding presentations. This allows the Charity to apply to its charitable objectives funds that would otherwise be spent on legal fees or room hire and so increases the proportion of every donation that directly assists those with OI.

BRITTLE BONE SOCIETY

TRUSTEES' ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2015

In March 2015 the Trustee Board proposed Mirrick Koh Trustee to the position of Secretary to the Board. Current Secretary of the Board John Phillips duly agreed to the proposal to take up the vacancy of Vice Chair, a post not filled since 2012. All agreed. It was also agreed that invitations to join the Board be extended to chairman of the Medical Advisory Board Professor Nick Bishop and to Professor Faisal Ahmed. This was accepted by both professors with the proviso that they are both also attached to other charities and must duly exercise observance to any likely instances of conflicts. These posts will be proposed to members through the Charity's calling notice and then formally moved at the forthcoming AGM in September 2015.

As at May 2015, there were 11 Trustees serving on the Trustee Board. Further to the Trustee meeting in March 2015 three Trustees announced their intentions not to seek re-election in September 2015 - Jacky Boyd, Samantha Renke and Simon Mckeown.

Chairman Elaine Healey confirmed her intention to go forward for re-election at the September 2015 AGM and Trustees resolved to run once again are Yvonne Grant and Helen Chappell.

STRATEGIC PLANNING

Trustees have met twice in the financial year to develop the next Strategic Plan due to come into force January 2016. A committee including CEO Patricia Osborne, Chairman Elaine Healey, Treasurer Robert Gordon and Trustee Harry Venet comprised the working committee to develop the next plan. The Charity also enlisted the assistance of Abertay University Business School to assist in scoping out the next plan. The draft was considered and approved at the July 2015 meeting and will be presented and adopted at the forthcoming annual AGM in September.

HR STRATEGY

The only staff costs that are sponsored, and so are not borne by the Charity, are those of the support worker (to be known as the Support Development Officer). The activity amongst the Volunteer Support Groups has seen the Support Development Officer help develop this area of work. It is therefore required that additional assistance from the Communications Officer (from April 2015) will further expand our outreach work and social media presence. Considering the advent of the retirement of the Administrative Assistant (in April 2015) it was also agreed to complement the Fundraising Officer's role by recruiting a Fundraising Assistant who would additionally take on a degree of administrative tasks.

This current change in staff's remit should assist our future financial applications to support this part of the Charity's salaries.

BRITTLE BONE SOCIETY

TRUSTEES' ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2015

OBJECTIVES AND ACTIVITIES

The objectives of the Charity are to advance research into the causes, inheritance and management of Osteogenesis Imperfecta and similar disorders, to publish the useful results of such research and to relieve persons from such disorders.

Support

In recent years the focus has very much been on the provision of advice, support and financial assistance. This has been maintained by a number of charitable trusts that support the costs of our Support Development Officer (formerly Support Worker) and by the Fundraising Officer's work to source funds.

Communications

The rise in communications via social media continues to necessitate the need to regularly review the way staff respond to enquiries. Further to a review of the HR Strategy a Communications Officer has been put in post in April 2015. The Charity's revamped website was launched in the Autumn of 2014. The Charity's first "E-Zine" launched in February 2015. All social media outlets e.g. Twitter, Facebook etc. require regular upkeep, monitoring and maintenance.

Events and Projects

The Charity received part-funding for its most expensive event (the annual AGM and conference) from Shared Care and Better Breaks. This was to support Scottish carers to attend conference. Funding is also being received from St. James Place Foundation towards professional child care staff for our Conference crèche.

The Youth Event called VOICE was held in Kielder at the Calvert Trust Centre and was funded by Bruce Wakeham Trust and St James Place Foundation. The Charity gained funding from BBC Children in Need to fund their Cool Bones Project for 11-15 year olds in 2014.

The Volunteer Support Groups are enabling members to become more active and involved in the work of the Charity as speakers at our events; mentoring workshops and attending external meetings as Charity representatives at home and abroad. We are maintaining our involvement locally on NHS and other related patient panels and groups, and national workshop patient day events were successfully launched in February 2015.

Volunteers

Outside of the head office the Charity relies on volunteers throughout the UK to help raise funds and provide peer support for others affected by Osteogenesis Imperfecta. The Charity continues to support local University internships. The Charity has continued to support Volunteer Support Groups in building up support networks.

BRITTLE BONE SOCIETY

TRUSTEES' ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2015

Publicity and Awareness

The Charity endeavours to raise awareness of rare bone diseases. The Charity has contributed extensively to the UK Rare Disease Plan and throughout the year publishes updates and links to relevant policy matters. The Charity has commissioned a catalogue of educational films for our YouTube channel. A film was completed in this financial year focussing on living with OI from a child's perspective. The majority of these films have benefited from external funding.

The Charity has continued to provide financial and other support and signposting to people affected by Osteogenesis Imperfecta.

Research and Policy

The Charity continues to increase its involvement in relevant research areas, as guided by its Medical Advisory Board, including the promotion of the work of the National Institute of Health Research (NIHR). For example, it is involved in the RUDY project, a study of bone, joint and blood vessels in rare diseases, with the wide support of general membership.

ACHIEVEMENTS AND PERFORMANCE

FINANCIAL REVIEW

The Charity incurred an overall deficit of £8,498 in the year. This included a deficit of £8,168 on restricted funds with only a small balance of £330 being attributed to unrestricted funds.

The practice of fundraising to co-fund equipment or services continues. There continues to be an increased emphasis on seeking out applications for financial income to fund events, and so spread the reach of services offered by the Charity Branches and Support Groups.

Long term fundraisers (Longridge Branch) continue to raise funds of significant proportions.

EXPENDITURE

Applications for financial support for wheelchairs and equipment must be made in writing and be supported by a relevant professional, generally an occupational therapist, and full details on the specification, cost and supplier of any equipment. The Charity operates an application system which is summarised regularly back into the Trustee Board (maintaining and protecting personal details and identities). The Charity provides assistance to enable people to attend our conference events. The Charity presented a new fundraising pack designed by a volunteer member and supporter.

Subscriptions & Third Party Affiliations

The Charity is a member of Rare Disease UK (RDUK) and Genetic Alliance, Disability Action Alliance (DAA) and other groups and has attended appropriate Parliamentary awareness raising events across the UK. The Charity's CEO has continued to secure high profile exposure at strategically important events like the launch of the Specialised Healthcare Alliance hosted by the Scottish Parliament. The CEO also hosted a meeting for the Alliance in London at the offices of Jones Day. Furthermore, the Charity is a member of the Health Alliance formerly LTCAS and SCVO.

The Charity continues to maintain relations with OIF (Osteogenesis Imperfecta Foundation) in USA, OIFE (Osteogenesis Imperfecta Federation Europe), and Care4Brittle Bones mainly through telephone contact and via Internet communication, and is growing links with worldwide OI campaigns such as Wishbone Day (May 6th) by raising awareness and building links at home and abroad.

BRITTLE BONE SOCIETY
TRUSTEES' ANNUAL REPORT *(continued)*
YEAR ENDED 31 MARCH 2015

Income

There is a wide mix of potential funding sources and the best way of securing funds is judged on a case-by-case basis. This may include applications to major trusts, local trusts, and companies, and in many cases contributions from specific events or individuals.

Fundraising

The Charity continues to support uptake of race places nationally, fundraising dinners and events of small, medium and large scale. From "can" collections to gala balls, the Charity supports long-term supporters and encourages new fundraisers.

Sponsorship

The Charity continues to invite suitable and relevant sponsors (e.g. wheelchair manufacturers) to our smaller events and main annual Conference to help provide an array of information and also help pay towards Conference costs.

Banking

The Charity operates a Euro Bank account to accommodate fundraising activity in the Republic of Ireland and will help with payment procedures in Euros.

The Charity's representatives travelled to Northern Ireland to undertake a handover of bank accounts from former branch officers. All funds from those bank accounts were transferred to the Charity's main bank account.

Going Concern

The level of unrestricted funds is greater than required in the reserves policy set by the Trustees and consequently, the Trustees have a reasonable expectation that the Charity will continue in operational existence for the immediate foreseeable future and have therefore, used the going concern basis in preparing the financial statements.

PLANS FOR FUTURE PERIODS

The Charity will continually review and develop the governance of the charity by ensuring the trustees involved are committed and fully participating in the stewardship of the Society.

Support

The Charity will maintain and offer front line support including financial assistance to fund wheelchairs and equipment - to those individuals and families affected by OI.

Awareness

A key aim is to continue to raise awareness at local level and take advantage of increasing media coverage e.g. storylines in 'Call the Midwife' 'The Doctors' and 'Silent Witness' as seen in these popular Television programmes reaching millions of viewers.

Outreach

The Charity will build on success of their outreach support groups and inspire more to become volunteers and get involved in support group activity and fundraising.

BRITTLE BONE SOCIETY

TRUSTEES' ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2015

Charity Staff

The Charity's HR restructure will ensure the charity remains fresh and up to date - offering members appropriate access to support and help including access to help with vital equipment and provide news and updates and E-zines and assistance to access all types of events through all our media channels. The Charity will also endeavour to raise finance to help fund vital positions at the Charity.

Medical Advisory Board & Further Research

The Charity will continue to develop their involvement with healthcare professionals - taking adequate guidance from those serving on the Charity's Medical Advisory Board regarding which projects to align ourselves with. We will keep abreast of research and related updates and share with our community.

Events & Consultation

The Charity's calendar of events will maintain the interest of members and supporters producing relevant, meaningful events that attract the OI community and events that appeal to all age groups.

The Charity are committed to continue with their Volunteer awards programme; to host an annual VOICE Youth Event, to devise Cool Bones Events to encourage our 11-15 year olds and to continue to develop our patient day events - and to continue to seek appropriate funding to cover all of the above.

The Charity will pursue a programme of smaller local/patient day events attached to hospitals across the country - attracting suitable sponsorship and funding where it can and enlisting the support of local healthcare professionals to offer a great experience for all concerned.

We will determine content of the above by regular consultation.

Best Value

The Charity will consider altering their programme of activity to move their Annual Conference Event to a biennial event to save on rising costs associated. The AGM business meeting will be facilitated on a smaller scale.

Policy

The Brittle Bone Society will upkeep relevant membership of pressure group committees and organisations to make sure their comment and contributions are noted in important matters like the UK Rare Disease Plan.

Geographical Spread & Collaboration

The Charity have made a commitment to their partners in Northern Ireland and the Republic of Ireland to help raise activity in their countries and look forward to growing participation therein. The charity will maintain and develop links and collaborate with all OI partners in Europe, USA and elsewhere. (We commit to continue our relationships with OIF, OIFE, Care4Brittle Bones and other organisations that operate and support within Rare Disease areas).

BRITTLE BONE SOCIETY

TRUSTEES' ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2015

STATEMENT OF TRUSTEES' RESPONSIBILITIES

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

The law applicable to charities in England, Wales and Scotland 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 accounting estimates that are reasonable and prudent;
- 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 and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended), the Charities Act 2011 and the provisions of the charity's constitution. 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.

AUDITOR

Bird Simpson & Co have been re-appointed as auditor for the ensuing year.

Signed on behalf of the trustees



Elaine Healey
Trustee

Grant Paterson House
30 Guthrie Street
Dundee
DD1 5BS

Dated 11th July, 2015

BRITTLE BONE SOCIETY
INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF
BRITTLE BONE SOCIETY
YEAR ENDED 31 MARCH 2015

We have audited the financial statements of Brittle Bone Society for the year ended 31 March 2015 which comprise the Statement of Financial Activities, Income and Expenditure Account, the Balance Sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charity's trustees, as a body, in accordance with section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and under section 144 of the Charities Act 2011 and regulations made under those Acts. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND AUDITOR

As explained more fully in the Trustees' Annual Report, the trustees are responsible for the preparation of financial statements which give a true and fair view.

We have been appointed as auditor under section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and under section 144 of the Charities Act 2011 and report in accordance with regulations made under those Acts. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors, including "APB Ethical Standard - Provisions Available for Small Entities (Revised)".

SCOPE OF THE AUDIT OF THE FINANCIAL STATEMENTS

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charity's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Trustees' Annual Report to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

BRITTLE BONE SOCIETY

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF BRITTLE BONE SOCIETY *(continued)*

YEAR ENDED 31 MARCH 2015

OPINION ON FINANCIAL STATEMENTS

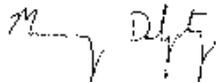
In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2015 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities and Trustee Investment (Scotland) Act 2005, regulation 8 of the Charities Accounts (Scotland) Regulations 2006 (as amended) and the Charities Act 2011.

MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION

We have nothing to report in respect of the following matters where the Charities Accounts (Scotland) Regulations 2006 (as amended) and Charities Act 2011 requires us to report to you if, in our opinion:

- the information given in the Trustees' Annual Report is inconsistent in any material respect with the financial statements; or
- proper accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.



Murray Dalgety (Senior Statutory Auditor)
BIRD SIMPSON & CO
Chartered Accountants
& Statutory Auditor

144 Nethergate
Dundee
DD1 4EB

Dated 23rd July, 2015

Bird Simpson & Co is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006

BRITTLE BONE SOCIETY
STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31 MARCH 2015

| | Note | Unrestricted Funds £ | Restricted Funds £ | Total Funds 2015 £ | Total Funds 2014 £ |
|---|----------|----------------------------|--------------------------|--------------------------|--------------------------|
| INCOMING RESOURCES | | | | | |
| Incoming resources from generating funds: | | | | | |
| Voluntary income | 2 | 106,736 | 130,065 | 236,801 | 260,414 |
| Activities for generating funds | 3 | 68,763 | 9,166 | 77,929 | 74,564 |
| Investment income | 4 | 681 | – | 681 | 427 |
| TOTAL INCOMING RESOURCES | | <u>176,180</u> | <u>139,231</u> | <u>315,411</u> | <u>335,405</u> |
| RESOURCES EXPENDED | | | | | |
| Costs of generating funds: | | | | | |
| Fundraising trading: cost of goods sold and other costs | 5 | (86,369) | – | (86,369) | (95,831) |
| Charitable activities | 6/7 | (62,396) | (166,531) | (228,927) | (246,388) |
| Governance costs | 9 | (8,613) | – | (8,613) | (8,267) |
| TOTAL RESOURCES EXPENDED | | <u>(157,378)</u> | <u>(166,531)</u> | <u>(323,909)</u> | <u>(350,486)</u> |
| NET OUTGOING RESOURCES BEFORE TRANSFERS | | | | | |
| Transfer between funds | 10 11 | 18,802 (19,132) | (27,300) 19,132 | (8,498) – | (15,081) – |
| NET OUTGOING RESOURCES FOR THE YEAR | | (330) | (8,168) | (8,498) | (15,081) |
| RECONCILIATION OF FUNDS | | | | | |
| Total funds brought forward | | <u>204,333</u> | <u>128,509</u> | <u>332,842</u> | <u>347,923</u> |
| TOTAL FUNDS CARRIED FORWARD | | <u>204,003</u> | <u>120,341</u> | <u>324,344</u> | <u>332,842</u> |

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

The notes on pages 15 to 20 form part of these financial statements.

BRITTLE BONE SOCIETY
INCOME AND EXPENDITURE ACCOUNT
YEAR ENDED 31 MARCH 2015

| | Note | 2015 £ | 2014 £ |
|--|-----------|------------------------------|------------------------|
| INCOME | | 314,730 | 334,978 |
| TOTAL INCOME | | <u>314,730</u> | <u>334,978</u> |
| TOTAL EXPENDITURE | | <u>(323,909)</u> | <u>(350,486)</u> |
| OPERATING DEFICIENCY | 10 | <u>(9,179)</u> | <u>(15,508)</u> |
| OTHER INCOME | | | |
| Interest receivable and similar income | 4 | 681 | 427 |
| DEFICIT FOR THE YEAR | | <u><u>(8,498)</u></u> | <u><u>(15,081)</u></u> |

The Income and Expenditure Account includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

The notes on pages 15 to 20 form part of these financial statements.

BRITTLE BONE SOCIETY

BALANCE SHEET

31 MARCH 2015

| | Note | 2015 £ | 2014 £ |
|---|------|-----------------------|-----------------------|
| FIXED ASSETS | | | |
| Tangible assets | 13 | 68,182 | 73,266 |
| CURRENT ASSETS | | | |
| Debtors | 14 | 7,846 | 15,988 |
| Cash at bank and in hand | | <u>257,101</u> | <u>288,289</u> |
| | | 264,947 | 304,277 |
| CREDITORS: Amounts falling due within one year | 15 | <u>(8,785)</u> | <u>(44,701)</u> |
| NET CURRENT ASSETS | | 256,162 | 259,576 |
| TOTAL ASSETS LESS CURRENT LIABILITIES | | <u>324,344</u> | <u>332,842</u> |
| FUNDS | | | |
| Restricted income funds | 16 | 120,341 | 128,509 |
| Unrestricted income funds | 17 | 204,003 | 204,333 |
| TOTAL FUNDS | | <u>324,344</u> | <u>332,842</u> |

These financial statements were approved by the members of the committee and authorised for issue on the 11th July, 2015 and are signed on their behalf by:



Elaine Healey
Trustee

The notes on pages 15 to 20 form part of these financial statements.

BRITTLE BONE SOCIETY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2015

1. ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with applicable United Kingdom accounting standards and the requirements of the Statement of Recommended Practice 'Accounting and Reporting by Charities' issued in March 2005 (SORP 2005).

Incoming Resources

All income is recognised when the conditions for receipt have been met, and there is a reasonable assurance of receipt. In particular, the following policies are used:

Donations and legacies are included in the year in which they are receivable, which is when the Charity becomes entitled to the resource with reasonable certainty and it can be measured reliably.

Donations and legacies received for general purposes of the Charity are included as unrestricted funds. Donations and legacies for activities restricted by the terms of the donation are taken to restricted funds where these wishes are legally binding on the Trustees.

Grants are credited in the year to which they relate. Deferred income represents amounts received for future periods and is released to incoming resources in the period for which it has been received. Branch receipts are recorded in the Income and Expenditure Account on an accruals basis.

Investment income and bank interest is included in the year in which it is receivable. Non-monetary gifts and donated services and facilities are not incorporated into these financial statements. When received these amounts are disclosed as a note in the accounts.

Resources Expended

All expenditure is included on an accruals basis. The Charity is not registered for VAT and accordingly expenditure is shown gross of irrecoverable VAT. The allocation of expenditure follows the policies below:

Costs of generating voluntary income consist of the costs incurred in inducing others to make gifts to the Charity that are voluntary income.

Costs allocated to fundraising and trading are those costs incurred on non-charitable activities undertaken to generate funds for use by the Charity.

Investment management costs are the costs of administering the investments held. Costs of charitable activity comprise all the resources applied by the Charity in undertaking its work to meet its charitable objectives. Administration costs, which support the charitable activities, are allocated across the core activities to reflect the estimated staff time spent on each main area.

Governance costs are the costs associated with the governance arrangements of the Charity, which relate to the general running of the Charity as opposed to those costs associated with fundraising or charitable activities. They include the travel and subsistence costs of Trustees attending meetings.

BRITTLE BONE SOCIETY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2015

Taxation

The income of the Charity is exempt from charge to tax in accordance with the provisions of the Income and Corporation Taxes Act 1988.

Fund Accounting

Funds held by the Charity are held in restricted and unrestricted funds.

Restricted Funds - these are funds that can only be used for particular restricted purposes within the objects of the Charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Unrestricted Funds - these are funds which can be used in accordance with the charitable objects at the discretion of the Trustees.

Where necessary a transfer is made from unrestricted funds to restricted funds to compensate fully all restricted funds which would otherwise be in deficit at the accounting date.

Fixed assets

All fixed assets are initially recorded at cost.

Depreciation

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

| | | |
|--------------------|---|-------------------|
| Heritable Property | - | 2% per annum |
| Equipment | - | 25% per annum |
| Computer Software | - | 33 1/3% per annum |

2. VOLUNTARY INCOME

| | Unrestricted Funds £ | Restricted Funds £ | Total Funds 2015 £ | Total Funds 2014 £ |
|--------------------------|-------------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|
| Donations | | | | |
| Donations | 73,638 | 130,065 | 203,703 | 233,493 |
| Legacies | | | | |
| Legacies | 11,000 | - | 11,000 | 8,948 |
| Grants receivable | | | | |
| Grants receivable | 15,000 | - | 15,000 | 15,000 |
| Subscriptions | 7,098 | - | 7,098 | 2,973 |
| | <u>106,736</u> | <u>130,065</u> | <u>236,801</u> | <u>260,414</u> |

BRITTLE BONE SOCIETY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2015

3. INCOMING RESOURCES FROM ACTIVITIES FOR GENERATING FUNDS

| | Unrestricted Funds £ | Restricted Funds £ | Total Funds 2015 £ | Total Funds 2014 £ |
|--------------------|----------------------------|--------------------------|--------------------------|--------------------------|
| Fundraising events | <u>68,763</u> | <u>9,166</u> | <u>77,929</u> | <u>74,564</u> |

4. INVESTMENT INCOME

| | Unrestricted Funds £ | Total Funds 2015 £ | Total Funds 2014 £ |
|--------------------------|----------------------------|--------------------------|--------------------------|
| Bank interest receivable | <u>681</u> | <u>681</u> | <u>427</u> |

5. FUNDRAISING TRADING: COST OF GOODS SOLD AND OTHER COSTS

| | Unrestricted Funds £ | Total Funds 2015 £ | Total Funds 2014 £ |
|-----------------------------|----------------------------|--------------------------|--------------------------|
| Costs of Voluntary Income | 59,435 | 59,435 | 62,222 |
| Costs of Fundraising Income | 26,934 | 26,934 | 33,609 |
| | <u>86,369</u> | <u>86,369</u> | <u>95,831</u> |

6. COSTS OF CHARITABLE ACTIVITIES BY FUND TYPE

| | Unrestricted Funds £ | Restricted Funds £ | Total Funds 2015 £ | Total Funds 2014 £ |
|-----------------------|----------------------------|--------------------------|--------------------------|--------------------------|
| Charitable Expenses | 12,198 | – | 12,198 | 16,062 |
| Charitable Activities | 50,198 | 166,531 | 216,729 | 230,326 |
| | <u>62,396</u> | <u>166,531</u> | <u>228,927</u> | <u>246,388</u> |

7. COSTS OF CHARITABLE ACTIVITIES BY ACTIVITY TYPE

| | Activities undertaken directly £ | Total Funds 2015 £ | Total Funds 2014 £ |
|-----------------------|---|--------------------------|--------------------------|
| Charitable Expenses | 12,198 | 12,198 | 16,062 |
| Charitable Activities | 216,729 | 216,729 | 230,326 |
| | <u>228,927</u> | <u>228,927</u> | <u>246,388</u> |

8. TRUSTEE EXPENSES

During the year 7 trustees received a total of £2,365 of expenses relating to travel and accommodation costs for attendance at Trustees meetings and other matters in support of the charity.

BRITTLE BONE SOCIETY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2015

9. GOVERNANCE COSTS

| | Unrestricted Funds | Total Funds 2015 | Total Funds 2014 |
|-----------------------------|-----------------------|---------------------|---------------------|
| | £ | £ | £ |
| Audit fees | 4,602 | 4,602 | 4,470 |
| Costs of trustees' meetings | 3,207 | 3,207 | 3,797 |
| Foreign currency gain/loss | 804 | 804 | – |
| | <u>8,613</u> | <u>8,613</u> | <u>8,267</u> |

10. NET OUTGOING RESOURCES FOR THE YEAR

This is stated after charging:

| | 2015 | 2014 |
|-------------------------------------|---------------|---------------|
| | £ | £ |
| Depreciation | 5,084 | 7,033 |
| Auditors' remuneration: | | |
| - audit of the financial statements | 4,602 | 4,470 |
| Exchange (gains)/losses | 804 | – |
| | <u>10,490</u> | <u>11,503</u> |

11. FUND TRANSFERS

The society has a number of restricted funds. Where the expenditure on a fund to date exceeds the income received as of the year end, provision has been made to transfer the required amount from general reserves.

In addition, the society is currently reviewing its restricted funds and a number of smaller funds, where the initial conditions have been fully met, with the donor's permission, have been transferred into unrestricted funds.

12. STAFF COSTS AND EMOLUMENTS

Total staff costs were as follows:

| | 2015 | 2014 |
|-----------------------|----------------|----------------|
| | £ | £ |
| Wages and salaries | 110,914 | 115,919 |
| Social security costs | 7,746 | 10,060 |
| | <u>118,660</u> | <u>125,979</u> |

Particulars of employees:

The average number of employees during the year, calculated on the basis of full-time equivalents, was as follows:

| | 2015 | 2014 |
|---------------------------------------|----------|----------|
| | No | No |
| Number of charitable activities staff | 3 | 4 |
| Number of administrative staff | 1 | 1 |
| Number of management staff | 1 | 1 |
| | <u>5</u> | <u>6</u> |

BRITTLE BONE SOCIETY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2015

12. STAFF COSTS AND EMOLUMENTS *(continued)*

No employee received remuneration of more than £60,000 during the year (2014 - Nil).

13. TANGIBLE FIXED ASSETS

| | Heritable Property £ | Office Equipment £ | Computer Software £ | Total £ |
|-----------------------------------|----------------------------|--------------------------|---------------------------|----------------|
| COST | | | | |
| At 1 April 2014 and 31 March 2015 | <u>94,595</u> | <u>62,911</u> | <u>30,658</u> | <u>188,164</u> |
| DEPRECIATION | | | | |
| At 1 April 2014 | 27,713 | 62,911 | 24,274 | 114,898 |
| Charge for the year | <u>1,892</u> | – | <u>3,192</u> | <u>5,084</u> |
| At 31 March 2015 | <u>29,605</u> | <u>62,911</u> | <u>27,466</u> | <u>119,982</u> |
| NET BOOK VALUE | | | | |
| At 31 March 2015 | <u>64,990</u> | – | <u>3,192</u> | <u>68,182</u> |
| At 31 March 2014 | <u>66,882</u> | – | <u>6,384</u> | <u>73,266</u> |

14. DEBTORS

| | 2015 £ | 2014 £ |
|---------------|--------------|---------------|
| Other debtors | <u>7,846</u> | <u>15,988</u> |

15. CREDITORS: Amounts falling due within one year

| | 2015 £ | 2014 £ |
|------------------------------|--------------|---------------|
| Trade creditors | 1,429 | 31,323 |
| Taxation and social security | 2,469 | 2,908 |
| Other creditors | <u>4,887</u> | <u>10,470</u> |
| | <u>8,785</u> | <u>44,701</u> |

BRITTLE BONE SOCIETY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2015

16. RESTRICTED INCOME FUNDS

| | Balance at 1 Apr 2014 £ | Incoming resources £ | Outgoing resources £ | Transfers £ | Balance at 31 Mar 2015 £ |
|-----------------------------------|-------------------------------|----------------------------|----------------------------|----------------|--------------------------------|
| Restricted Funds | 75,072 | 40,357 | (51,405) | (12,985) | 51,039 |
| Restricted Funds - Individuals | 53,437 | 72,479 | (73,395) | 11,281 | 63,802 |
| Restricted Funds - Conference | – | 26,395 | (41,731) | 20,836 | 5,500 |
| | <u>128,509</u> | <u>139,231</u> | <u>(166,531)</u> | <u>19,132</u> | <u>120,341</u> |

17. UNRESTRICTED INCOME FUNDS

| | Balance at 1 Apr 2014 £ | Incoming resources £ | Outgoing resources £ | Transfers £ | Balance at 31 Mar 2015 £ |
|-----------------------|-------------------------------|----------------------------|----------------------------|-----------------|--------------------------------|
| Heritable Property | 66,882 | – | (1,892) | – | 64,990 |
| General Funds | 137,451 | 176,180 | (155,486) | (19,132) | 139,013 |
| | <u>204,333</u> | <u>176,180</u> | <u>(157,378)</u> | <u>(19,132)</u> | <u>204,003</u> |

18. ANALYSIS OF NET ASSETS BETWEEN FUNDS

| | Tangible fixed assets £ | Net current assets £ | Total £ |
|-----------------------------------|-------------------------------|----------------------------|----------------|
| Restricted Income Funds: | | | |
| Restricted Funds | – | 120,341 | 120,341 |
| Unrestricted Income Funds: | | | |
| Designated Funds | 64,990 | – | 64,990 |
| General Funds | 3,192 | 135,821 | 139,013 |
| | <u>68,182</u> | <u>135,821</u> | <u>204,003</u> |
| Total Funds | <u>68,182</u> | <u>256,162</u> | <u>324,344</u> |

19. RELATED PARTY TRANSACTIONS

There were no related party transactions during the year that are required to be disclosed.

**BRITTLE BONE SOCIETY
MANAGEMENT INFORMATION
YEAR ENDED 31 MARCH 2015**

The following pages do not form part of the statutory financial statements which are the subject of the independent auditor's report on pages 10 to 11.

BRITTLE BONE SOCIETY
DETAILED STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31 MARCH 2015

| | 2015 | | 2014 |
|--|-----------------------|---|----------------|
| | £ | £ | £ |
| INCOMING RESOURCES | | | |
| VOLUNTARY INCOME | | | |
| Donations | 203,703 | | 233,493 |
| Legacies | 11,000 | | 8,948 |
| Grants receivable | 15,000 | | 15,000 |
| Subscriptions | 7,098 | | 2,973 |
| | <u>236,801</u> | | <u>260,414</u> |
| ACTIVITIES FOR GENERATING FUNDS | | | |
| Fundraising events | <u>77,929</u> | | <u>74,564</u> |
| INVESTMENT INCOME | | | |
| Bank interest receivable | <u>681</u> | | <u>427</u> |
| TOTAL INCOMING RESOURCES | <u>315,411</u> | | <u>335,405</u> |
| RESOURCES EXPENDED | | | |
| FUNDRAISING TRADING: COST OF GOODS SOLD AND OTHER COSTS | | | |
| Cost of sales - Purchases | 4,157 | | 10,401 |
| Staff costs - Wages & Salaries | 63,065 | | 62,843 |
| Staff costs - Employer's NIC | 4,689 | | 5,805 |
| Establishment - Rates & Water | 848 | | 787 |
| Establishment - Light & heat | 2,614 | | 2,427 |
| Establishment - Repairs & maintenance | 676 | | 603 |
| Establishment - Insurance | 883 | | 962 |
| Professional - Legal fees | 825 | | 518 |
| Office expenses - Telephone | 1,417 | | 2,139 |
| Depreciation | 2,796 | | 3,868 |
| Stationery | 1,399 | | 1,903 |
| Postage | 1,857 | | 2,090 |
| Computer expenses | 1,143 | | 1,485 |
| | <u>86,369</u> | | <u>95,831</u> |

BRITTLE BONE SOCIETY
DETAILED STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31 MARCH 2015

| | 2015 | 2014 |
|--|----------------|-----------------|
| | £ | £ |
| CHARITABLE ACTIVITIES | | |
| Staff costs - Wages & Salaries | 47,849 | 53,076 |
| Staff costs - Employer's NIC | 3,057 | 4,255 |
| Establishment - Rates & Water | 694 | 775 |
| Establishment - Light & heat | 2,139 | 1,988 |
| Establishment - Repairs & maintenance | 553 | 493 |
| Establishment - Insurance | 722 | 778 |
| Professional - Legal fees | 676 | 1,144 |
| Office expenses - Telephone | 1,159 | 900 |
| Office expenses - Other | 3,352 | 2,338 |
| Depreciation | 2,288 | 3,165 |
| Stationery | 1,148 | 1,557 |
| Postage | 1,519 | 1,710 |
| Computer expenses | 935 | 1,214 |
| Conference expenses | 41,732 | 33,906 |
| Staff travel | 8,222 | 5,586 |
| Holidays | - | 300 |
| Wheelchair purchase | 65,998 | 86,203 |
| Wheelchair repairs | 2,005 | 5,240 |
| Welfare & equipment | 35,962 | 29,936 |
| Newsletters | 3,743 | 4,305 |
| Subscriptions | 959 | 1,591 |
| Support Group costs | 4,215 | 5,928 |
| | <u>228,927</u> | <u>246,388</u> |
| GOVERNANCE COSTS | | |
| Audit fees | 4,602 | 4,470 |
| Costs of trustees' meetings | 3,207 | 3,797 |
| Foreign currency gain/loss | 804 | - |
| | <u>8,613</u> | <u>8,267</u> |
| TOTAL RESOURCES EXPENDED | <u>323,909</u> | <u>350,486</u> |
| NET OUTGOING RESOURCES FOR THE YEAR | <u>(8,498)</u> | <u>(15,081)</u> |

BRITTLE BONE SOCIETY
DETAILED STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31 MARCH 2015

| | 2015 | | 2014 |
|--|----------------------|---|----------------------|
| | £ | £ | £ |
| FUNDRAISING TRADING: COST OF GOODS SOLD AND OTHER COSTS | | | |
| Costs of Voluntary Income | | | |
| Staff costs - Wages & Salaries | 43,634 | | 43,584 |
| Staff costs - Employer's NIC | 3,171 | | 3,920 |
| Establishment - Rates & Water | 694 | | 644 |
| Establishment - Light & heat | 2,139 | | 1,986 |
| Establishment - Repairs & maintenance | 553 | | 493 |
| Establishment - Insurance | 722 | | 778 |
| Professional - Legal fees | 676 | | 424 |
| Office expenses - Telephone | 1,159 | | 1,750 |
| Depreciation | 2,288 | | 3,165 |
| Stationery | 1,399 | | 1,903 |
| Postage | 1,857 | | 2,090 |
| Computer expenses | 1,143 | | 1,485 |
| | <u>59,435</u> | | <u>62,222</u> |
| Costs of Fundraising Income | | | |
| Cost of sales - Purchases | 4,157 | | 10,401 |
| Staff costs - Wages & Salaries | 19,431 | | 19,259 |
| Staff costs - Employer's NIC | 1,518 | | 1,885 |
| Establishment - Rates & Water | 154 | | 143 |
| Establishment - Light & heat | 475 | | 441 |
| Establishment - Repairs & maintenance | 123 | | 110 |
| Establishment - Insurance | 161 | | 184 |
| Professional - Legal fees | 149 | | 94 |
| Office expenses - Telephone | 258 | | 389 |
| Depreciation | 508 | | 703 |
| | <u>26,934</u> | | <u>33,609</u> |
| | <u><u>86,369</u></u> | | <u><u>95,831</u></u> |

BRITTLE BONE SOCIETY
DETAILED STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31 MARCH 2015

| | 2015 | | 2014 |
|---------------------------------------|----------------|---|----------------|
| | £ | £ | £ |
| CHARITABLE ACTIVITIES | | | |
| Charitable Expenses | | | |
| <i>Activities undertaken directly</i> | | | |
| Establishment - Rates & Water | 694 | | 775 |
| Establishment - Light & heat | 2,139 | | 1,988 |
| Establishment - Repairs & maintenance | 553 | | 493 |
| Establishment - Insurance | 722 | | 778 |
| Professional - Legal fees | 676 | | 1,144 |
| Office expenses - Telephone | 1,159 | | 900 |
| Office expenses - Other | 365 | | 2,338 |
| Depreciation | 2,288 | | 3,165 |
| Stationery | 1,148 | | 1,557 |
| Postage | 1,519 | | 1,710 |
| Computer expenses | 935 | | 1,214 |
| | 12,198 | | 16,062 |
| Charitable Activities | | | |
| <i>Activities undertaken directly</i> | | | |
| Staff costs - Wages & Salaries | 47,849 | | 53,076 |
| Staff costs - Employer's NIC | 3,057 | | 4,255 |
| Office expenses - Other | 2,987 | | - |
| Conference expenses | 41,732 | | 33,906 |
| Staff travel | 8,222 | | 5,586 |
| Holidays | - | | 300 |
| Wheelchair purchase | 65,998 | | 86,203 |
| Wheelchair repairs | 2,005 | | 5,240 |
| Welfare & equipment | 35,962 | | 29,936 |
| Newsletters | 3,743 | | 4,305 |
| Subscriptions | 959 | | 1,591 |
| Support Group costs | 4,215 | | 5,928 |
| | 216,729 | | 230,326 |
| | 228,927 | | 246,388 |