

**Charity Registration No. 272100 (England and Wales)**

**Charity Registration No. SCO10951 (Scotland)**

**THE BRITTLE BONE SOCIETY**

**ANNUAL REPORT AND  
FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2020**

# THE BRITTLE BONE SOCIETY

## LEGAL AND ADMINISTRATIVE INFORMATION

---

<b>Trustees</b>	Elaine Healey John Phillips Robert Gordon Mirrick Koh Prof N Bishop Gareth Cumming Yvonne Grant Angie Stewart Prof M Smith	(Appointed 14 September 2019)
<b>Chief executive officer</b>	Patricia Osborne	
<b>Charity number (England and Wales)</b>	272100	
<b>Charity number (Scotland)</b>	SCO10951	
<b>Principal address</b>	Grant Paterson House 30 Guthrie Street DUNDEE DD1 5BS	
<b>Auditor</b>	Bird Simpson & Co 144 Nethergate Dundee DD1 4EB	
<b>Bankers</b>	The Royal Bank of Scotland 3 High Street Dundee DD1 9LY	

---

# THE BRITTLE BONE SOCIETY

## CONTENTS

---

	<b>Page</b>
Trustees' report	1 - 7
Statement of Trustees' responsibilities	8
Independent auditor's report	9 - 11
Statement of financial activities	12 - 13
Balance sheet	14
Notes to the financial statements	15 - 27

---

# THE BRITTLE BONE SOCIETY

## TRUSTEES' REPORT

**FOR THE YEAR ENDED 31 MARCH 2020**

---

The Trustees present their report and financial statements for the year ended 31 March 2020.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the Charity's constitution, the Charities Act 2011, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) and "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)" (as amended for accounting periods commencing from 1 January 2019).

### **Objectives and activities**

The objectives of The Brittle Bone Society (the "Charity") are to advance research into the causes, inheritance and management of Osteogenesis Imperfecta ("OI") and similar bone disorders. The Charity also provides advice, support and financial assistance to anyone affected by OI.

Our Aims are:

- To decrease the level of isolation felt by people living with OI
- Increase the level of independence of people living with OI
- To increase opportunities for individuals to take charge of their own health

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the Charity should undertake and highlight the main strands of these activities below.

### **Achievements and performance**

#### **Information**

We continue to deliver improved educational events for all ages offering friendship and networking opportunities. We work closely with the NHS Centres of Excellence and our Medical Advisory Board (MAB) and the POINT Team.

We continued to increase and refine our social media footprint to make information about OI more accessible. We maintain updates to our website, which continues to offer more information about OI. We maintained our collaboration with healthcare professionals from the NHS Centres of Excellence, as well as developing our links with Adult Clinics to create new factsheets and to update our existing factsheets. We maintained additional updates to our library of educational talks and films on YouTube. We have introduced a series of Podcasts, and the information our Bloggers provide continues to be popular. The Charity's "E-Zine" newsletter is emailed to over 1000 people each month.

Trustees agreed to award a small fee to contributors for writing articles and blogs to demonstrate full recognition of their time and expertise, noting that many of our members are now embarking on careers as disability spokespersons' advocates.

# **THE BRITTLE BONE SOCIETY**

## **TRUSTEES' REPORT (CONTINUED)**

### ***FOR THE YEAR ENDED 31 MARCH 2020***

---

#### ***Events and Projects***

We host a wide range of networking and educational events across the UK for all ages. These include;

**Annual Family Conference:** Our 2019 annual conference was held in Reading, England, it featured a fun Eggheads quiz attended by TV personality Barry Simmons and our Wishbone Warrior team who had appeared that year on the TV Show. The event also featured the Basingstoke Choir (Gang Show) and was led by our champion fundraising family the Edneys. Our gala awards saw us recognise the input and support of many ordinary members but also included recognition of the support from Lord Kevin Shinkwin who had helped sponsor our Parliamentary event during our 50th Anniversary Celebrations.

**Cool Bones** for 11-15 year olds which BBC Children in Need have supported for the last 6 years and Kids Club for 0 to 10 year old. Both projects allow parents peace of mind whilst attending conference knowing their children are well cared for enabling them to hear all the latest updates and the children have the opportunity to make life long friendships.

**Outdoor OI CAN Event:** This event which is for all age groups was held at the Calvert Trust in May 2019. Individuals had the opportunity to participate in activities in a secure environment which they otherwise might not find possible. Activities included: kayaking, bushcraft, wall climbing, zip-wiring and cycling.

Our next Scientific Symposium was planned to be held in 2020 – but as this coincided with the International bone meeting called - OI2020 (Sheffield UK) it was agreed to host our next symposium in 2021.

#### ***Wheelchairs and Equipment and Financial Assistance***

The Charity operates an application system for financial assistance towards wheelchairs and equipment. Applications must be made in writing and supported by a relevant professional (general and occupational therapist), along with a quote from the supplier. Each application is reviewed by our CEO and summary information is supplied to the Trustees.

We also offer subsidised entry to our ever-increasing list of educational and networking events.

#### ***Kids Hospital Packs***

The Charity gained funding for new hospital information packs to be delivered to children in hospitals. These packs have proven to be particularly successful and popular with our younger members, evidenced by the number of requests we receive for the packs. Ollie the OI Owl mascot is proving popular with children.

#### ***Research***

The Charity continues to be involved in research areas relevant to OI, guided by our Scientific Committee and our Medical Advisory Board. We were invited to become non-commercial partners with National Institute of Health Research (NIHR). All the trials and studies we are involved in are listed on our website. We announced the 3 winners of our second round of BBS funded Research Projects in September 2019. In line with AMRC guidance, we document all approaches made to the Charity for either monetary support or in kind support and we enlist members' input into surveys and questionnaires.

# THE BRITTLE BONE SOCIETY

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2020

---

#### ***Awareness Raising and Advocacy***

The Charity endeavours in almost all of its activities to raise awareness of OI and other rare bone diseases.

We are the voice of the people with OI – taking part in relevant policy consultations.

**Adult OI Services:** The Charity continues to be involved in an important project to scope a proposal to call for an Adult OI commissioned service. In September 2019 we launched a questionnaire for members to complete asking about how well the NHS was serving the needs of the OI community. We were delighted to receive 200 responses. These results will be used to recommend a pathway of care that people with OI should expect to receive. The Healthcare professionals are also due to feed into a survey which will be fed back to the highly specialised commissioners. Due to Brexit and other political and policy activity this project seemed to stall for a period of time. We appeared to be getting back on track but expect a slow down of activity again due to COVID 19.

**History Bones:** The history project cataloging our history received a grant to the University of Dundee from Wellcome Trust, we did not receive any direct funding from this, but we are invited to collaborate on this new academic steering group. It is thought the outcome will be of benefit to our community and to healthcare professionals and others.

**PIP:** Based on the Support from Lord Kevin Shinkwin and the feedback we received from members on our survey in late 2018, we were invited by Capita to help feed into a process to devise and design a Conditions Insight booklet about OI. This booklet is now available to Capita assessors. Further to this we have also been invited to sit on a special scoping group involving representatives from the Department of Work and Pensions.

We gained a silver award from the European Institute for Person Centred healthcare for our Advocacy work.

#### ***Collaboration***

We continue to build on good relationships with both NHS healthcare professionals and other patient support groups working with other rare conditions. In 2018 we developed a number of cross promotional partnerships with other leading charities (Royal Osteoporosis Society). We work alongside other partners in the wider rare bone world including Softbones UK who support the HPP (Hypophosphatasia) community, XLH UK (X-linked Hypophosphatemia) and FDDS (Fibrous Dysplasia) -providing some steer and support to these new patient support groups who share the same clinicians as the OI community.

An informal rare bone network meeting in London in February 2020 helped foster stronger relations.

#### ***Subscriptions & Third Party Affiliations***

The Charity holds membership and affiliation of a number of relevant organisations including Genetic Alliance, EURORDIS, SCVO, NIRD, NCVO, and more recently we were accepted to the Society of Endocrinology. These associations help the Charity comment on issues affecting our members, such as the UK Rare Disease Plan and changes to national health policy.

The Charity continues to maintain relations with OIF (Osteogenesis Imperfecta Foundation) in the USA and with OIFE (Osteogenesis Imperfecta Federation Europe), thereby maintaining and building links at home and abroad with other organisations with similar objectives.

# THE BRITTLE BONE SOCIETY

## TRUSTEES' REPORT (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2020*

---

### **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. We look to cover the cost of events from outside sources, allowing us to increase the spread of services offered by the charity's own resources. The Charity continues to explore and apply to various funding institutions and continues to seek out relevant sponsorship in particular to boost its wheelchair fund.

### **Expenditure**

As a small-medium sized Charity with limited resources we ensure that all donations are spent as efficiently and effectively as possible. We continue to utilise the offices of our Vice Chair John Phillips of Jones Day in London to host our Trustee meetings and other beneficial meetings.

### **Fundraising**

The Charity is grateful to all its supporters and fundraisers who run anything from can collections to gala balls. The Charity continues to cooperate closely with its long-term supporters and encourages new fundraisers.

The practice of fundraising to co-fund equipment or services continues.

We gained our first corporate sponsor – NEXUS insurance.

### **Sponsorship**

Funding for our events including our Annual Family Conference was supported by pharmaceutical and biopharma companies, including Alexion and Mereo Biopharma. The level of this support has been consistent since 2015.

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

### **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.

### **Financial review**

The financial statements show that the charity had a deficit of £66,908 during the year. (2019 - surplus £12,656). Total income for the year was £286,957 (2019 - £399,224). Expenditure for the year was £353,762 (2019 - £386,448).

It was anticipated that income for 2020 would not match the level of the previous year which had included substantial amounts that had come in part with the 50th anniversary fundraising and celebrations. Expenditure of the year was tailored to this, and included payments of £37,027 towards three separate research projects from the funds designated for that purpose.

The current year will also be challenging with the financial impact of the pandemic upon the economy which is likely to translate into a squeeze upon the charitable sector. It is too early to foresee the effect that this will have and the trustees will continue to monitor the situation.

# THE BRITTLE BONE SOCIETY

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2020**

---

### Reserves Policy

It is the policy of the Charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six months' expenditure. The Trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the Charity's current activities while consideration is given to ways in which additional funds may be raised.

This level of reserves has been maintained throughout the year.

The Trustees have assessed the major risks to which the Charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

### Plans for the future

In 2020 we had planned to continue with our Pilot Projects launched 2019:

- OI Can Outdoor Activity Weekend
- Healthy Living Workshops
- Library of Podcasts
- Peer support Blogs

Due to Covid-19 this has not yet been possible,

- Staff have been working from home since 23rd March 2020
- Staff are offering a wide range of Virtual Support Events which have been largely run by volunteer members:
  - Informal Chat Room Sessions
  - Pub Quizzes
  - Singalong and music
  - Education sessions e.g introductory course on sign language
  - Keep fit and exercise tailored to suit wheelchair users
  - NHS healthcare update webinars featuring our own NHS colleagues members of our medical board

All of the above ensures our members, whom largely fall within the vulnerable group, have been kept abreast of any relevant updates and are given a wide range of support.

### 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 Trustees who served during the year and up to the date of signature of the financial statements were:

Elaine Healey

John Phillips

Robert Gordon

Mirrick Koh

Prof F Ahmed

(Resigned 26 October 2019)

Prof N Bishop

Gareth Cumming

Yvonne Grant

Angie Stewart

Prof M Smith

(Appointed 14 September 2019)



# THE BRITTLE BONE SOCIETY

## TRUSTEES' REPORT (CONTINUED)

### *FOR THE YEAR ENDED 31 MARCH 2020*

---

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.

#### **Key management personnel**

As a small Charity the key management personnel consists of the trustees, the Chief Executive and all the other staff. They are responsible for directing, controlling, running and operating the charity on a day to day basis.

The salaries are disclosed in note 11 of the accounts. The pay of the senior staff is reviewed annually along with other staff members, having regard to general pay inflation and budget constraints.

#### **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 placements and student internships.

#### **Strategic Planning**

The current strategic plan runs from 2019 to 2021.

#### **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.

#### **Data Protection and Disclosures**

The Charity continues to adhere to Data Protection principles. The Charity has ensured all Staff and key Trustees 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.

#### **Meetings and Administration**

The Trustees meet at least three or more 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, Vice Chair, Secretary and Treasurer together with the Chief Executive Officer prepare regular reports for the Trustees.

All Trustees give up their time freely and no Trustee received remuneration in the year. Details of Trustees expenses are disclosed in note 10.

The Trustees administer and manage the Charity and employ a Chief Executive Officer to manage the day-to-day operations. 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. The CEO regularly emails and discusses and consults with the Chairman, Secretary and Treasurer on operational matters.

# THE BRITTLE BONE SOCIETY

## TRUSTEES' REPORT (CONTINUED)

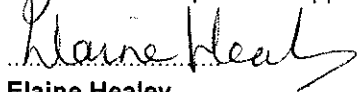
**FOR THE YEAR ENDED 31 MARCH 2020**

---

### Disclosure of information to auditor

Each of the Trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditor is aware of such information.

The Trustees' report was approved by the Board of Trustees.



**Elaine Healey**

Trustee

Dated: 4/8/2020

# THE BRITTLE BONE SOCIETY

## STATEMENT OF TRUSTEES' RESPONSIBILITIES *FOR THE YEAR ENDED 31 MARCH 2020*

---

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 and Wales and in 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 year.

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 operation.

The Trustees are responsible for keeping sufficient 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, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) 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.

# THE BRITTLE BONE SOCIETY

## INDEPENDENT AUDITOR'S REPORT

### TO THE TRUSTEES OF THE BRITTLE BONE SOCIETY

---

#### Opinion

We have audited the financial statements of The Brittle Bone Society (the 'Charity') for the year ended 31 March 2020 which comprise the statement of financial activities, the balance sheet and the notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2020 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 Act 2011, the Charities and Trustee Investment (Scotland) Act 2005 and regulation 8 of the Charities Accounts (Scotland) Regulations 2006 (as amended).

#### Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the Charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and the provisions available for small entities, in the circumstances set out in note [X] to the financial statements, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the Trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the Charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

#### Other information

The Trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

# THE BRITTLE BONE SOCIETY

## INDEPENDENT AUDITOR'S REPORT (CONTINUED) TO THE TRUSTEES OF THE BRITTLE BONE SOCIETY

---

### **Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 and the Charities Accounts (Scotland) Regulations 2006 (as amended) require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the Trustees' report; or
- sufficient and proper accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

### **Responsibilities of Trustees**

As explained more fully in the Statement of Trustees' Responsibilities, the Trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the Charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to cease operations, or have no realistic alternative but to do so.

### **Auditor's responsibilities for the audit of the financial statements**

We have been appointed as auditor under section 144 of the Charities Act 2011 and section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and report in accordance with the Acts and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: <http://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

# THE BRITTLE BONE SOCIETY

## INDEPENDENT AUDITOR'S REPORT (CONTINUED) TO THE TRUSTEES OF THE BRITTLE BONE SOCIETY

---

### Use of our report

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 and regulation 10 of the Charities Accounts (Scotland) Regulations 2006. 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 auditors' 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.

*Alison Wilson*  
*for Bird Simpson & Co*

**Alison Wilson (Senior Statutory Auditor)**  
for and on behalf of Bird Simpson & Co

*18th August 2020*

**Chartered Accountants**  
**Statutory Auditor**

144 Nethergate  
Dundee  
DD1 4EB

Bird Simpson & Co is eligible for appointment as auditor of the Charity by virtue of its eligibility for appointment as auditor of a company under of section 1212 of the Companies Act 2006.

# THE BRITTLE BONE SOCIETY

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2020

### Current financial year

	Notes	Unrestricted funds general 2020 £	Unrestricted funds designated 2020 £	Restricted funds 2020 £	Total 2020 £	Total 2019 £
<b><u>Income and endowments from:</u></b>						
Donations and legacies	3	133,429	-	93,006	226,435	287,906
Other trading activities	4	48,767	-	11,212	59,979	109,341
Investments	5	543	-	-	543	420
Other income	6	-	-	-	-	1,557
<b>Total income</b>		<b>182,739</b>	<b>-</b>	<b>104,218</b>	<b>286,957</b>	<b>399,224</b>
<b><u>Expenditure on:</u></b>						
Raising funds	7	57,755	-	-	57,755	70,940
Charitable activities	8	110,080	42,589	143,338	296,007	315,508
<b>Total resources expended</b>		<b>167,835</b>	<b>42,589</b>	<b>143,338</b>	<b>353,762</b>	<b>386,448</b>
<b>Net incoming/(outgoing) resources before transfers</b>		<b>14,904</b>	<b>(42,589)</b>	<b>(39,120)</b>	<b>(66,805)</b>	<b>12,776</b>
Gross transfers between funds		(23,746)	-	23,746	-	-
<b>Net (expenditure)/income for the year/ Net (outgoing)/incoming resources</b>		<b>(8,842)</b>	<b>(42,589)</b>	<b>(15,374)</b>	<b>(66,805)</b>	<b>12,776</b>
<b><u>Other recognised gains and losses</u></b>						
Other gains or losses	12	(103)	-	-	(103)	(120)
<b>Net movement in funds</b>		<b>(8,945)</b>	<b>(42,589)</b>	<b>(15,374)</b>	<b>(66,908)</b>	<b>12,656</b>
Fund balances at 1 April 2019		294,513	89,629	55,689	439,831	427,175
<b>Fund balances at 31 March 2020</b>		<b>285,568</b>	<b>47,040</b>	<b>40,315</b>	<b>372,923</b>	<b>439,831</b>

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

All income and expenditure derive from continuing activities.

# THE BRITTLE BONE SOCIETY

## STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2020

Prior financial year

	Notes	Unrestricted funds general 2019 £	Unrestricted funds designated 2019 £	Restricted funds 2019 £	Total 2019 £
<b><u>Income and endowments from:</u></b>					
Donations and legacies	3	128,354	-	159,552	287,906
Other trading activities	4	90,714	-	18,627	109,341
Investments	5	420	-	-	420
Other income	6	1,557	-	-	1,557
<b>Total income</b>		<b>221,045</b>	<b>-</b>	<b>178,179</b>	<b>399,224</b>
<b><u>Expenditure on:</u></b>					
Raising funds	7	70,940	-	-	70,940
Charitable activities	8	130,614	371	184,523	315,508
<b>Total resources expended</b>		<b>201,554</b>	<b>371</b>	<b>184,523</b>	<b>386,448</b>
<b>Net incoming/(outgoing) resources before transfers</b>		<b>19,491</b>	<b>(371)</b>	<b>(6,344)</b>	<b>12,776</b>
Gross transfers between funds		(7,140)	-	7,140	-
<b>Net (expenditure)/income for the year/ Net (outgoing)/incoming resources</b>		<b>12,351</b>	<b>(371)</b>	<b>796</b>	<b>12,776</b>
<b><u>Other recognised gains and losses</u></b>					
Other gains or losses	12	(120)	-	-	(120)
<b>Net movement in funds</b>		<b>12,231</b>	<b>(371)</b>	<b>796</b>	<b>12,656</b>
Fund balances at 1 April 2018		282,282	90,000	54,893	427,175
<b>Fund balances at 31 March 2019</b>		<b>294,513</b>	<b>89,629</b>	<b>55,689</b>	<b>439,831</b>

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

All income and expenditure derive from continuing activities.



# THE BRITTLE BONE SOCIETY

## BALANCE SHEET

AS AT 31 MARCH 2020

	Notes	2020		2019	
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	13		55,530		57,422
<b>Current assets</b>					
Debtors	14	4,290		10,871	
Cash at bank and in hand		330,308		387,439	
		<u>334,598</u>		<u>398,310</u>	
<b>Creditors: amounts falling due within one year</b>	15	<u>(17,205)</u>		<u>(15,901)</u>	
Net current assets			317,393		382,409
<b>Total assets less current liabilities</b>			<u>372,923</u>		<u>439,831</u>
<b>Income funds</b>					
Restricted funds	17		40,315		55,689
<u>Unrestricted funds</u>					
Designated funds		47,040		89,629	
General unrestricted funds		<u>285,568</u>		<u>294,513</u>	
			<u>332,608</u>		<u>384,142</u>
			<u>372,923</u>		<u>439,831</u>

The financial statements were approved by the Trustees on 4th August 2020

  
Elaine Healey  
Trustee

# THE BRITTLE BONE SOCIETY

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 MARCH 2020

---

#### 1 Accounting policies

##### Charity information

The charity is registered charity in England, Wales and Scotland and is unincorporated. The address of the principal office is Grant Paterson House, 30 Guthrie Street, Dundee, DD1 5BS.

##### 1.1 Accounting convention

The financial statements have been prepared in accordance with the Charity's governing document, the Charities Act 2011, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) and "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 2019)". The Charity is a Public Benefit Entity as defined by FRS 102.

The Charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements 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 Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

##### 1.2 Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

##### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

Designated funds are unrestricted funds earmarked by the trustees for particular future projects or commitments.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the accounts.

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

##### 1.4 Income

Income is recognised when the Charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

# THE BRITTLE BONE SOCIETY

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2020

---

#### 1 Accounting policies

(Continued)

Cash donations are recognised on receipt. Other donations are recognised once the Charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the Charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

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.

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.

#### 1.5 Expenditure

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.

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.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between activities they contribute to on a reasonable, justifiable and consistent basis.

#### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold land and buildings	2% Straight Line
Fixtures and fittings	25% Straight Line
Computer Software	33% Straight Line

# THE BRITTLE BONE SOCIETY

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2020

---

#### 1 Accounting policies

(Continued)

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

#### 1.7 Impairment of fixed assets

At each reporting end date, the Charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

#### 1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### 1.9 Financial instruments

The Charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the Charity's balance sheet when the Charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

#### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

#### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

#### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the Charity's contractual obligations expire or are discharged or cancelled.

# THE BRITTLE BONE SOCIETY

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2020

#### 1 Accounting policies

(Continued)

##### 1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the Charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

##### 1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

#### 2 Critical accounting estimates and judgements

In the application of the Charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

#### 3 Donations and legacies

	Unrestricted funds	Restricted funds	Total 2020	Total 2019
	£	£	£	£
Donations and gifts	111,391	93,006	204,397	251,280
Legacies receivable	12,285	-	12,285	26,532
Subscriptions	9,753	-	9,753	10,094
	<u>133,429</u>	<u>93,006</u>	<u>226,435</u>	<u>287,906</u>
<b>For the year ended 31 March 2019</b>	<u>128,354</u>	<u>159,552</u>		<u>287,906</u>
<b>Donations and gifts</b>				
Alexion Pharma UK Limited	-	10,000	10,000	15,000
Mereo BioPharma	15,000	-	15,000	15,000
Kyowa Kirin Ltd	-	-	-	15,000
Other	96,391	83,006	179,397	206,280
	<u>111,391</u>	<u>93,006</u>	<u>204,397</u>	<u>251,280</u>

All donations received from the Pharmaceutical and Healthcare Industry are shown separately above. All donations received are in line with the charities policy on donations from the Pharmaceutical and Healthcare Industry which can be found on the Brittle Bone Society website.

# THE BRITTLE BONE SOCIETY

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

### 4 Other trading activities

	Unrestricted funds general 2020 £	Restricted funds 2020 £	Total 2020 £	Unrestricted funds general 2019 £	Restricted funds 2019 £	Total 2019 £
Fundraising events	48,767	11,212	59,979	90,714	18,627	109,341

### 5 Investments

	Unrestricted funds general 2020 £	Unrestricted funds general 2019 £
Interest receivable	543	420

### 6 Other income

	Total 2020 £	Unrestricted funds general 2019 £
Other income	-	1,557

### 7 Raising funds

	2020 £	2019 £
<u>Fundraising and publicity</u>		
Direct staff costs	34,522	34,689
Direct fundraising costs	2,931	1,637
Share of support costs (see note 9)	20,302	34,614
Fundraising and publicity	57,755	70,940
	57,755	70,940

# THE BRITTLE BONE SOCIETY

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2020

#### 8 Charitable activities

	2020 £	2019 £
Direct staff costs	90,624	90,191
Members events	13,243	7,420
Conference expenses	38,638	38,483
Staff travel	7,199	9,324
Wheelchair purchases and repairs	64,944	71,923
Welfare and equipment	10,857	8,568
Newsletters	3,707	3,265
Subscriptions	3,009	4,424
Support Group costs	-	158
Research costs	37,027	-
History Bones Exhibition	-	5,160
Scientific Symposium	-	11,801
Other special event expenses	-	8,541
	<u>269,248</u>	<u>259,258</u>
Share of support costs (see note 9)	19,466	48,389
Share of governance costs (see note 9)	7,293	7,861
	<u>296,007</u>	<u>315,508</u>
<b>Analysis by fund</b>		
Unrestricted funds - general	110,080	
Unrestricted funds - designated	42,589	
Restricted funds	143,338	
	<u>296,007</u>	
<b>For the year ended 31 March 2019</b>		
Unrestricted funds - general		130,614
Unrestricted funds - designated		371
Restricted funds		184,523
		<u>315,508</u>

# THE BRITTLE BONE SOCIETY

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2020

### 9 Support costs

	Support costs £	Governance costs £	2020 £	2019 £	Basis of allocation
Staff costs	11,960	-	11,960	13,876	% allocation
Depreciation	1,892	-	1,892	3,640	% allocation
Sundry office costs	6,144	-	6,144	3,622	% allocation
Rates & water	867	-	867	1,666	% allocation
Light & heat	2,912	-	2,912	4,708	% allocation
Repairs & maintenance	4,238	-	4,238	35,552	% allocation
Insurance	2,606	-	2,606	2,157	% allocation
Legal & professional fees	254	-	254	6,140	% allocation
Telephone	1,958	-	1,958	2,461	% allocation
Postage & stationery	3,032	-	3,032	4,691	% allocation
Computer expenses	3,668	-	3,668	3,655	% allocation
Website expenses	237	-	237	835	% allocation
Audit fees	-	3,600	3,600	4,920	Governance
Cost of trustee meetings	-	3,693	3,693	2,941	Governance
	<u>39,768</u>	<u>7,293</u>	<u>47,061</u>	<u>90,864</u>	
Analysed between					
Fundraising	20,302	-	20,302	34,614	
Charitable activities	19,466	7,293	26,759	56,250	
	<u>39,768</u>	<u>7,293</u>	<u>47,061</u>	<u>90,864</u>	

Governance costs includes £3,600 (2019- £4,920) for audit fees. This year's charge represents the current year charge of £4,320 less a reduction of £720 for 2019.

### 10 Trustees

None of the Trustees (or any persons connected with them) received any remuneration or benefits from the Charity during the year.

During the year 5 (2019:6) trustees received a total of £3,507 (2019: £1,438) of expenses relating to travel and accommodation costs for attendance at Trustees meetings and other matters in support of the charity.



# THE BRITTLE BONE SOCIETY

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2020

---

#### 11 Employees

##### Number of employees

The average monthly number of employees during the year was:

	2020 Number	2019 Number
Charitable activities staff	3	3
Administrative staff	1	1
Management staff	1	1
	<u>5</u>	<u>5</u>

##### Employment costs

	2020 £	2019 £
Wages and salaries	125,617	128,354
Social security costs	8,777	8,498
Other pension costs	2,712	1,904
	<u>137,106</u>	<u>138,756</u>

There were no employees whose annual remuneration was £60,000 or more.

#### 12 Other gains or losses

	Unrestricted funds general 2020 £	Unrestricted funds general 2019 £
Foreign exchange losses	<u>103</u>	<u>120</u>

# THE BRITTLE BONE SOCIETY

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2020

### 13 Tangible fixed assets

	Freehold land and buildings £	Fixtures and fittings £	Computer Software £	Total £
<b>Cost</b>				
At 1 April 2019	94,595	69,906	30,658	195,159
At 31 March 2020	94,595	69,906	30,658	195,159
<b>Depreciation and impairment</b>				
At 1 April 2019	37,173	69,906	30,658	137,737
Depreciation charged in the year	1,892	-	-	1,892
At 31 March 2020	39,065	69,906	30,658	139,629
<b>Carrying amount</b>				
At 31 March 2020	55,530	-	-	55,530
At 31 March 2019	57,422	-	-	57,422

### 14 Debtors

	2020 £	2019 £
<b>Amounts falling due within one year:</b>		
Prepayments and accrued income	4,290	10,871

### 15 Creditors: amounts falling due within one year

	2020 £	2019 £
Other taxation and social security	3,001	3,039
Trade creditors	5,538	95
Other creditors	8,666	12,767
	17,205	15,901

### 16 Retirement benefit schemes

#### Defined contribution schemes

The Charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the Charity in an independently administered fund.

The charge to profit or loss in respect of defined contribution schemes was £2,712 (2019 - £1,904).

**THE BRITTLE BONE SOCIETY**  
**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2020**

**17 Restricted funds**

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 April 2018		Movement in funds			Movement in funds			Balance at 31 March 2020		
	£	£	Incoming resources	Resources expended	Transfers	Balance at 1 April 2019	Incoming resources	Resources expended	Transfers	£	£
Restricted funds	16,775	81,352	81,352	(62,040)	(6,754)	29,333	29,514	(42,468)	4,888	21,267	21,267
Individuals	26,406	60,001	60,001	(75,228)	13,894	25,073	53,492	(62,232)	2,715	19,048	19,048
Conference	11,712	36,826	36,826	(47,255)	-	1,283	21,212	(38,638)	16,143	-	-
	54,893	178,179	178,179	(184,523)	7,140	55,689	104,218	(143,338)	23,746	40,315	40,315

(a) Restricted Funds are made up of several Funds that have been set aside for a specific purpose, for example, for wheelchair purchases or welfare purposes. There are also Funds that have been restricted to be spent in specific areas.

(b) Individuals are made up of many Funds that are only available to be spent on specific individuals.

(c) Conference is only available to be spent on the Annual Conference the charity holds.

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

# THE BRITTLE BONE SOCIETY

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2020

---

#### 18 Unrestricted funds - designated

These are unrestricted funds which are material to the Charity's activities made up as follows:

	Balance at 1 April 2018 £	Resources expended £	Balance at 1 April 2019 £	Resources expended 31 March 2020 £	Balance at 31 March 2020 £
Wheelchair fund	30,000	(371)	29,629	(5,562)	24,067
Research fund	60,000	-	60,000	(37,027)	22,973
	<u>90,000</u>	<u>(371)</u>	<u>89,629</u>	<u>(42,589)</u>	<u>47,040</u>

(a) The Wheelchair fund is a designated fund, established in 2016 after a large legacy was received. The Trustees have decided to make these funds available to help with the purchase of wheelchairs and equipment.

(b) The Research fund is a designated fund, established in 2016 after a large legacy was received. The Trustees have decided to make these funds available to help become more acutely involved in and part of relevant research.

**THE BRITTLE BONE SOCIETY**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2020**

**19 Analysis of net assets between funds**

Fund balances at 31 March 2020 are represented

by:

	Unrestricted funds	Designated funds	Restricted funds	Total	Unrestricted funds	Designated funds	Restricted funds	Total
	2020	2020	2020	2020	2019	2019	2019	2019
	£	£	£	£	£	£	£	£
Tangible assets	55,530	-	-	55,530	57,422	-	-	57,422
Current assets/(liabilities)	230,038	47,040	40,315	317,393	237,091	89,629	55,689	382,409
	<u>285,568</u>	<u>47,040</u>	<u>40,315</u>	<u>372,923</u>	<u>294,513</u>	<u>89,629</u>	<u>55,689</u>	<u>439,831</u>

# THE BRITTLE BONE SOCIETY

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

---

### 20 Related party transactions

#### Remuneration of key management personnel

The remuneration of key management personnel is as follows.

	2020 £	2019 £
Aggregate compensation	137,106	138,756

In 2020 there were no transactions with related parties.

In 2019 £2,189 was paid to Jones Day solicitors for the direct costs relating to the application for a UK and EU trademark. Jones Day time for this work was given free of charge. Trustee, Mr J Phillips is a partner of Jones Day and all goods were recharged at the cost incurred to Jones Day.

### 21 Auditors' Ethical Standards

The relevant circumstances requiring disclosure in accordance with the requirements of APB Ethical Standard - Provisions Available for Small Entities are that, in common with many charities of our size and nature we use our auditor to assist with the preparation of the accounts.