

COMPANY REGISTRATION NUMBER : 7207053

**ASSOCIATION OF BREAST SURGERY
COMPANY LIMITED BY GUARANTEE
AUDITED FINANCIAL STATEMENTS
FOR
YEAR ENDED 31 DECEMBER 2013**

Charity Number : 1135699



Edmund Carr LLP
Chartered Accountants
146 New London Road
Chelmsford
Essex
CM2 0AW

**ASSOCIATION OF BREAST SURGERY
COMPANY LIMITED BY GUARANTEE
FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2013**

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**ASSOCIATION OF BREAST SURGERY
COMPANY LIMITED BY GUARANTEE**

COMPANY INFORMATION

YEAR ENDED 31 DECEMBER 2013

Charity Number 1135699

Company Number 7207053

Registered Office 35-43 Lincoln's Inn Fields
London
WC2A 3PE

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

Mr R Rainsbury (Chairman) (Retired May 2013)
Mr K Horgan (Chairman)
Mr S Cawthorn
Miss J Doughty
Mrs R K F Hogben (Appointed May 2013)
Miss F MacNeill (Appointed May 2013)
Mr L Martin
Mr N Rothnie (Retired May 2013)
Mr D M Sibbering

Association Manager Ms L Davies

Auditor Edmund Carr LLP
Chartered Accountants & Statutory Auditor
146 New London Road
Chelmsford
Essex, CM2 0AW

Bankers Lloyds Bank Plc
25 Gresham Street
London, EC2V 7HN

Nationwide International Ltd
5-11 St Georges Street
Douglas, IM99 1RN

Virgin Money Savings
Jubilee House
Gosforth
Newcastle upon Tyne, NE3 4PL

The Co-operative Bank Plc
1 Balloon Street
Manchester, M60 4EP

**ASSOCIATION OF BREAST SURGERY
COMPANY LIMITED BY GUARANTEE**

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2013

The Trustees have pleasure in presenting their report and the audited financial statements for the charity for the period ended 31 December 2013.

The Trustees of the charity as shown on page 1 are also the directors of the charity.

Structure, Governance and Management

The Association of Breast Surgery was established as a company limited by guarantee (Company number 7207053 and Registered as Charity 1135699) on the 1st July 2010.

The articles established a structure of Trustees, Council and Committees. Council includes the Trustees, regional representatives, committee chairs and co-opted members and observers representing other bodies. The Association currently has two established committees; the Education and Training committee and the Screening and Audit committee. After informal beginnings, an Academic Surgery Group is in the process of being properly established with a Chairman and Secretary having been recently appointed. The Trustees oversee Council and the committees as well as the day to day business of the Association. Council meets twice a year, the committees meet twice a year and the Trustees meet four times a year before either Council or committee meetings. The Trustees are elected by Council and the regional representatives are elected by the full and senior retired members in their region.

All new Trustees have a handover period with their predecessor, sign a statement of eligibility and are encouraged to read the Charity Commission publication, "The Essential Trustee – what you need to know". All posts have a job description.

The day to day administration of the Association is managed by the Association Manager, who is also Company Secretary, in liaison with the Honorary Officers. She is assisted by the Administrative Assistant. The main business of the Association is decided upon during Trustee, Council or Committee meetings. Decisions in between times are made by phone or e-mail communication between the Honorary Officers. Phone conferences are used when necessary.

The Trustees/ Directors actively review the Association's finances quarterly at each Trustees meeting. Any major items of expenditure are discussed and approved by the Trustees. The reserves policy is reviewed regularly and there is an annual review of the controls over key financial systems carried out through an internal audit programme. No major risks have been identified by the Trustees during the year. The Trustees pay due regard to the Charity Commission's guidance on public benefit when deciding what activities the Charity should undertake.

Objectives and Activities

The Charity's objects are restricted specifically to the following:

- 1.1 to advance the practice of breast surgery for the benefit of patients with benign and malignant breast disease; and
- 1.2 to advance education, research and training in breast disease for the benefit of the public.

**ASSOCIATION OF BREAST SURGERY
COMPANY LIMITED BY GUARANTEE**

TRUSTEES' ANNUAL REPORT (continued)

YEAR ENDED 31 DECEMBER 2013

Achievements and performance

The ABS Conference & AGM continues to grow. In 2013 it was held in Manchester and was attended by 840 delegates. The Association continues to look at its programme of meetings and in January 2014 held its 1st MDT meeting on the topic of Neoadjuvant Chemotherapy. The aim of this meeting was to attract a truly multidisciplinary mix of delegates and it was very successful in doing this. As this was the first time the meeting was held it was decided that the Royal College of Surgeons would be a sensible venue to use as it provides a capacity of 300 delegates and is reasonably priced. In the event the meeting proved very popular and the venue capacity was reached ahead of the registration deadline. The Trustees will give consideration to whether to run this meeting again in future, the venue and the topic.

The Association continues to look at how best it furthers its objectives and serves its membership. In 2013 it began developing Online CPD Courses to be accessed by its members on the ABS website. The first two of these went live in January 2014 and the aim is to develop up to 10 of these per year. Each course is accredited with 1 CPD point from the Association of Surgeons of Great Britain and Ireland and so these will provide up to 10 CPD points per year to ABS members.

The Association continues to develop its role in supporting clinical trials through its Academic Surgery Group. In January 2014 a Chair and Secretary were elected for this group and they will work with the Trustees and the group to develop this remit in the coming year. The ABS has also agreed to fund a Breast Surgery Specialty Lead of the Royal College of Surgeons of England. This post will be funded in association with two charities and will be for 3 years initially.

The ABS continues to support breast cancer audits. The Screening QA Surgeons will in future meet ahead of the ABS Screening and Audit Committee in order to focus on issues relating to surgical QA and audit. As yet the HQIP funding for the National Breast Cancer Audit has not been forthcoming and it now seems as if a revised proposal will need to be submitted before this funding is made available. The Association continues to support the Screening Audit, BCCOM and Sloane Projects and highlights these both in the ABS Yearbook and by providing them with a complimentary stand at the ABS Conference & AGM. In addition the ABS is funding a RCS Fellow to investigate the NMBRA data. The post is jointly funded with BAPRAS and the RCS.

The ABS Trustees have reviewed the fellowships it offers and in 2014 are offering a greater range of fellowships to Breast Care Nurses in an attempt to increase uptake of these. It continues to offer a range of fellowships to its members for their educational benefit in pursuance of the better treatment of breast cancer patients in the UK.

The Association continues to work with bodies such as NICE and the Department of Health as necessary. It is currently liaising with the MHRA over the establishment of a breast implant registry.

The ABS continues to hold restricted funds for the breast trainees group, the Mammary Fund. In 2013 they looked into the possibility of opening their own bank account, but this proved problematic due to the annual turnover of committee members. It was therefore decided that the ABS would continue to hold their funds for them.

The ABS Trustees have established a number of working groups to look into current issues. Council members are now meeting in working groups ahead of the main Council meeting and are producing a series of updates. It is hoped that these will appear on the website in due course. The ABS has also established a working group to look into its position on aesthetic breast surgery and another to respond to the introduction of new technologies.

**ASSOCIATION OF BREAST SURGERY
COMPANY LIMITED BY GUARANTEE**

TRUSTEES' ANNUAL REPORT (continued)

YEAR ENDED 31 DECEMBER 2013

The proposed redesign of the joint ABS and BASO ~ ACS office was carried out in January 2013 and has enhanced the working space available. In 2013 the College presented its tenants with a new lease and after careful consideration of the revised terms the ABS signed the lease. In future College tenants will not be able to hire meeting rooms for free and in addition the ASGBI have handed the Moynihan and BJS Rooms back to the College and so it seems that in future the ABS will have increased overheads for holding its meetings.

Financial Review

The Service Agreement between the ABS and BASO ~ The Association for Cancer Surgery was again amended in 2013. The ABS will now pay a unit price to BASO ~ ACS for its members' subscription to the EJSO and will no longer share in the profits from the journal. This was done in order to ensure that the ABS could budget for this annually and was not affected by annual variations in the profit/ loss made by the EJSO.

The Trustees continue to carefully review the subscriptions. It is felt that the subscription income should cover the basic running costs of the Association and the increase in the subscriptions was made in order to ensure that this was the case. The Association continues to offer free membership to nurses working in a unit where there is a full ABS member. Uptake of this continues to be good with nearly 150 units now having taken advantage of this.

The Trustees continue to believe that the ABS Conference & AGM is good value for money for delegates. Discounts are offered to members and the delegate fees continue to be based on the anticipated levels of trade support and delegate numbers of 600. Under this formula the delegate income will usually not exceed the cost of the conference. In 2013 both delegate numbers and trade support were in excess of these levels and so the profit will be used to support the Association's charitable purposes.

Reserves Policy

The reserves policy currently outlines that the Association should hold unrestricted funds to cover the cost of its Conference & AGM and the annual running costs of the Association in reserve. In 2013 the Trustees have adjusted the figures outlined in relation to these costs to reflect the increased running costs of the office and rising costs of the ABS Conference & AGM.

Plans for the Future Period

The Association continues to strive to represent all those treating both malignant and benign breast disease in the UK for the good of the patients. In 2013 it has continued to develop its programme of meetings, established a number of working groups and online CPD courses and it will continue to evolve these in 2014.

The Trustees are also in discussion with the Royal College of Surgeons of England's Department of Education to see if it can further support the College's programme of courses and the Breast Tutor role.

The Trustees will also review its multidisciplinary meeting and look at the possibility of running this meeting again with a different topic.

An ongoing system of reviewing the ABS guidelines needs to be established and the Trustees will be looking to both update the current guidelines and set up a rolling programme so that in future they can be regularly and proactively updated.

**ASSOCIATION OF BREAST SURGERY
COMPANY LIMITED BY GUARANTEE**

TRUSTEES' ANNUAL REPORT (continued)

YEAR ENDED 31 DECEMBER 2013

In 2013 the ABS has been working on establishing a definitive list of breast units/ MDTs in the UK. The full membership has remained constant in recent years, whilst the associate membership has increased gradually. It is intended in 2014 that the Association will look to recruit additional members by identifying Consultant Surgeons in units around the UK, who are not yet members, and also encouraging trainees to join the Association.

Statement of Trustees' responsibilities

The Trustees (who are also directors the Association of Breast Surgery for the purposes of company law) 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).

Company law 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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for the 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 judgments and estimates that are reasonable and prudent;
- State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company 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 charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- There is no relevant audit information of which the charitable company's auditor is unaware; and
- The trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

Approved by the Trustees on and signed on their behalf by

.....

Mr Lee Martin

**ASSOCIATION OF BREAST SURGERY
COMPANY LIMITED BY GUARANTEE**

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES

YEAR ENDED 31 DECEMBER 2013

We have audited the financial statements of the Association of Breast Surgery for the year ended 31st December 2013 which comprise the Statement of Financial Activities, the Balance Sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and Financial Reporting Standards for Smaller Entities (effective 2008) (United Kingdom Generally Accepted Accounting Practice applicable to smaller entities).

This report is made solely to the charitable company's trustees, as a body, in accordance with regulations made under section 154 of the Charities Act 2011. Our audit work has been undertaken so that we might state to the charitable company'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 charitable company and the charitable company'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 Statement of Trustees' Responsibilities set out on page 5, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

The trustees have elected for the financial statements to be audited in accordance with the Charities Act 2011 rather than the Companies Act 2006. Accordingly we have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act.

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 (APB's) Ethical Standards for Auditors.

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 charitable company'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.

**ASSOCIATION OF BREAST SURGERY
COMPANY LIMITED BY GUARANTEE**

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES (continued)

YEAR ENDED 31 DECEMBER 2013

Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 December 2013, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice (applicable to smaller entities); and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Other matter

The financial statements of the charitable company for the year ended 31 December 2012 are unaudited. However, sufficient appropriate audit evidence has been obtained in order to verify this year's opening balances.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the 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
- the charitable company has not kept adequate accounting records; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

.....
EDMUND CARR LLP
Statutory Auditor

146 New London Road
Chelmsford
Essex
CM2 0AW

Edmund Carr LLP is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006.

**ASSOCIATION OF BREAST SURGERY
COMPANY LIMITED BY GUARANTEE**

**STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND
EXPENDITURE ACCOUNT)**

YEAR ENDED 31 DECEMBER 2013

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2013 £	Total Funds 2012 £
INCOMING RESOURCES					
Incoming resources from generated funds:					
Voluntary income	2	19,500	-	19,500	18,300
Activities for generating funds	3	875	-	875	900
Investment income	4	2,947	-	2,947	4,875
Incoming resources from charitable activities					
	5	496,571	-	496,571	454,507
TOTAL INCOMING RESOURCES		<u>519,893</u>	<u>-</u>	<u>519,893</u>	<u>478,582</u>
RESOURCES EXPENDED					
Costs of Charitable activities	6	435,643	-	435,643	382,811
Governance costs	8	5,952	-	5,952	5,304
TOTAL RESOURCES EXPENDED		<u>441,595</u>	<u>-</u>	<u>441,595</u>	<u>388,115</u>
NET INCOMING RESOURCES/ NET INCOME FOR THE YEAR		78,298	-	78,298	90,467
NET MOVEMENT IN FUNDS					
Balances brought forward		498,062	2,191	500,253	409,786
Balances carried forward		<u>576,360</u>	<u>2,191</u>	<u>578,551</u>	<u>500,253</u>

The charity has no recognised gains or losses other than the results for the period as set out above.

The notes on pages 10 to 16 form part of these financial statements.

**ASSOCIATION OF BREAST SURGERY
COMPANY LIMITED BY GUARANTEE**

BALANCE SHEET

31 DECEMBER 2013

	Note	2013		2012	
		£	£	£	£
FIXED ASSETS					
Tangible assets	12		3,935		241
CURRENT ASSETS					
Debtors	13	29,405		40,716	
Cash at bank		577,503		482,128	
		<u>606,908</u>		<u>522,844</u>	
CREDITORS: Amounts falling due within one year	14	<u>(32,292)</u>		<u>(22,832)</u>	
NET CURRENT ASSETS			574,616		500,012
TOTAL ASSETS LESS CURRENT LIABILITIES / NET ASSETS			<u>578,551</u>		<u>500,253</u>
FUNDS					
Unrestricted income	16		576,360		498,062
Restricted income:	17		2,191		2,191
TOTAL FUNDS			<u>578,551</u>		<u>500,253</u>

For the year ending 31 December 2013 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies but as this company is a charity, it is subject to audit under the Charities Act 2011.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements have been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006 and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

These financial statements were approved by the Trustees on the 2014 and are signed on their behalf by:

.....
MR LEE MARTIN

Company Registration Number: 7207053

The notes on pages 10 to 16 form part of these financial statements.

**ASSOCIATION OF BREAST SURGERY
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2013

1. ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared under the historical cost convention, and in accordance with the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP 2005) issued in March 2005, applicable accounting standards, the Companies Act 2006 and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

Incoming Resources

Income from conferences held during the year is accounted for on an accruals basis. Income from annual membership subscriptions is accounted for as received. All grants received have been treated as income irrespective of the source of the grant and the use to which the grant is put. Grants given specifically to fund expenditure in a future accounting period are treated as deferred income.

Resources Expended

All expenditure is accounted for on an accruals basis and includes VAT as the charity is not VAT registered. Fellowships and awards are accounted for in the period in which they are notified to the recipient. Governance costs are associated with the governance arrangements of the charity.

Fixed Assets

Fixed assets transferred from the unincorporated charity are valued at net book value at the date of transfer.

Depreciation

Major expenditure on tangible fixed assets is capitalised. The cost of other items is written off as incurred.

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:

Computer equipment	25% reducing balance
Fixtures & fittings	25% reducing balance

Fund accounting

Funds held by the charity are either:

Unrestricted general funds – these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

Designated funds – these are funds set aside by the trustees out of unrestricted funds for specific future purposes or projects.

Restricted funds – these are funds that can only be used for particular restricted purposes within the objects of the charity.

**ASSOCIATION OF BREAST SURGERY
COMPANY LIMITED BY GUARANTEE**
NOTES TO THE FINANCIAL STATEMENTS (continued)
YEAR ENDED 31 DECEMBER 2013

2. VOLUNTARY INCOME

	Unrestricted Funds	Restricted Funds	Total Funds 2013	Total Funds 2012
	£	£	£	£
Grants receivable				
NHS-BSP Breast screening	12,000	-	12,000	9,400
Sponsorship				
General sponsorship	7,500	-	7,500	8,300
Yearbook	-	-	-	600
	<u>19,500</u>	<u>-</u>	<u>19,500</u>	<u>18,300</u>

3. INCOMING RESOURCES FROM ACTIVITIES FOR GENERATING FUNDS

	Unrestricted Funds	Restricted Funds	Total Funds 2013	Total Funds 2012
	£	£	£	£
Payment for distribution of literature	875	-	875	900
	<u>875</u>	<u>-</u>	<u>875</u>	<u>900</u>

4. INVESTMENT INCOME

All of the charity's investment income arises from interest bearing deposit accounts.

5. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	Unrestricted Funds	Restricted Funds	Total Funds 2013	Total Funds 2012
	£	£	£	£
Conferences delegate & trade fees	313,383	-	313,383	273,232
Corporate sponsorship of conferences	43,500	-	43,500	50,060
EJSO publication profit	2,287	-	2,287	1,109
Members' Subscriptions	137,401	-	137,401	130,106
	<u>496,571</u>	<u>-</u>	<u>496,571</u>	<u>454,507</u>

**ASSOCIATION OF BREAST SURGERY
COMPANY LIMITED BY GUARANTEE**
NOTES TO THE FINANCIAL STATEMENTS (continued)
YEAR ENDED 31 DECEMBER 2013

6. COSTS OF CHARITABLE ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total Funds 2013 £	Total Funds 2012 £
Conference costs:				
Venue, catering & accommodation costs	197,483	-	197,483	132,099
Speaker expenses	15,519	-	15,519	12,676
Audio visual costs	33,398	-	33,398	42,222
Printing, postage & stationery	10,058	-	10,058	9,330
Other direct conference costs	34,795	-	34,795	33,206
	<u>291,253</u>	<u>-</u>	<u>291,253</u>	<u>229,533</u>
Membership costs				
EJSO & ESSO journals	<u>7,505</u>	<u>-</u>	<u>7,505</u>	<u>6,382</u>
Grants and awards				
Fellowships & awards	<u>11,500</u>	<u>-</u>	<u>11,500</u>	<u>9,300</u>
Other Charitable Expenditure				
Mammary Fold website	1,580	-	1,580	1,500
Revision of Guidelines	-	-	-	8,312
Yearbook expenditure	3,694	-	3,694	5,029
Mammary Fold expenses	106	-	106	274
	<u>5,380</u>	<u>-</u>	<u>5,380</u>	<u>15,115</u>
Support costs (see note 7)	<u>120,005</u>	<u>-</u>	<u>120,005</u>	<u>122,481</u>
	<u><u>435,643</u></u>	<u><u>-</u></u>	<u><u>435,643</u></u>	<u><u>382,811</u></u>

**ASSOCIATION OF BREAST SURGERY
COMPANY LIMITED BY GUARANTEE**
NOTES TO THE FINANCIAL STATEMENTS (continued)
YEAR ENDED 31 DECEMBER 2013

7. SUPPORT COSTS

	Unrestricted Funds £	Restricted Funds £	Total Funds 2013 £	Total Funds 2012 £
Trustees, Council & Committee costs	11,358	-	11,358	8,112
Staff salaries & pensions	77,891	-	77,891	80,433
Other staff costs & training	1,831	-	1,831	1,720
Printing postage & stationery	8,124	-	8,124	8,090
IT & website costs	11,195	-	11,195	15,850
Telephone	392	-	392	122
Recruitment & HR	646	-	646	2,224
Sundry & office expenses	3,722	-	3,722	1,904
Rent	4,064	-	4,064	3,946
Depreciation	782	-	782	80
	<u>120,005</u>	<u>-</u>	<u>120,005</u>	<u>122,481</u>

8. GOVERNANCE COSTS

	Unrestricted Funds £	Restricted Funds £	Total Funds 2013 £	Total Funds 2012 £
Accounts preparation, payroll & accounting services	2,653	-	2,653	2,014
Auditor's fee	2,500	-	2,500	-
Independent examiner's fee	-	-	-	750
Fees payable to auditor / independent examiner	5,153	-	5,153	2,764
Bank charges	799	-	799	660
Legal & professional fees	-	-	-	1,880
	<u>5,952</u>	<u>-</u>	<u>5,952</u>	<u>5,304</u>

9. STAFF COSTS AND EMOLUMENTS

Total staff costs were as follows:

	2013 £	2012 £
Wages & salaries	64,698	68,130
Social security costs	6,994	7,329
Other pension costs	6,199	4,974
	<u>77,891</u>	<u>80,433</u>

Particulars of employees:

The average number of employees during the year, calculated on the basis of full-time equivalents, was 2 administrative staff.

No employee received remuneration of more than £60,000 during the period.

**ASSOCIATION OF BREAST SURGERY
COMPANY LIMITED BY GUARANTEE**
NOTES TO THE FINANCIAL STATEMENTS (continued)
YEAR ENDED 31 DECEMBER 2013

10. NET OUTGOING RESOURCES FOR THE YEAR

	2013	2012
	£	£
This is stated after charging:		
Depreciation	782	80
	<u>782</u>	<u>80</u>

11. TRUSTEES' REMUNERATION

None of the Trustees were paid any remuneration by the Association during the period.

Trustees are reimbursed reasonable expenses incurred when acting on behalf of the company.
Expenses totalling £8,292 (2012: £9,984) were reimbursed to 8 Trustees (2012: 10) during the period.

12. TANGIBLE FIXED ASSETS

	Computer equipment £	Fixtures & fittings £	Total £
COST			
As at 1 January 2013	256	258	514
Additions	-	5,006	5,006
At 31 December 2013	<u>256</u>	<u>5,264</u>	<u>5,520</u>
DEPRECIATION			
As at 1 January 2013	137	136	273
Charge for the period	30	1,282	1,312
At 31 December 2013	<u>167</u>	<u>1,418</u>	<u>1,585</u>
NET BOOK VALUE			
At 31 December 2013	<u>89</u>	<u>3,846</u>	<u>3,935</u>
As at 1 January 2013	<u>119</u>	<u>122</u>	<u>241</u>

13. DEBTORS

	2013	2012
	£	£
Prepayments	28,776	39,313
Accrued income	629	1,403
	<u>29,405</u>	<u>40,716</u>

**ASSOCIATION OF BREAST SURGERY
COMPANY LIMITED BY GUARANTEE**
NOTES TO THE FINANCIAL STATEMENTS (continued)
YEAR ENDED 31 DECEMBER 2013

14. CREDITORS: Amounts falling due within one year

	2013	2012
	£	£
Trade creditors	333	137
Other creditors	3,590	773
Accruals	8,009	18,922
Deferred income	20,360	3,000
	<u>32,292</u>	<u>22,832</u>

Deferred income relates to sponsorship and delegate fees received in respect of conferences and meetings held after the year end. All deferred income brought forward was released in the current year.

15. COMMITMENTS UNDER OPERATING LEASES

At 31 December 2013 the charity had aggregate annual commitments under non-cancellable operating leases as set out below.

	2013	2012
	£	£
Operating leases which expire: In 2 to 5 years - Lease of offices	<u>3,619</u>	<u>-</u>

16. UNRESTRICTED FUNDS

	Movement in resources:				Balance at 31/12/2013
	Balance at 01/01/2013	Incoming	Outgoing	Transfers	
	£	£	£	£	£
General unrestricted funds	478,712	507,957	(430,150)	-	556,519
Designated funds					
a) Mammary Fold Trainees Group	2,364	2,450	(3,970)	-	844
b) Oncoplastic Trainees Meetings	16,986	9,486	(7,475)	-	18,997
	<u>498,062</u>	<u>519,893</u>	<u>(441,595)</u>	<u>-</u>	<u>576,360</u>

- a) Money held on behalf of the Mammary Fold Trainees Group
b) Surplus held in relation to the Oncoplastic Trainees Meetings

**ASSOCIATION OF BREAST SURGERY
COMPANY LIMITED BY GUARANTEE**
NOTES TO THE FINANCIAL STATEMENTS (continued)
YEAR ENDED 31 DECEMBER 2013

17. RESTRICTED FUNDS

	Movement in resources:				Balance at 31/12/2013 £
	Balance at 01/01/2013 £	Incoming £	Outgoing £	Transfers £	
a) Breast Surgery Guidelines	856	-	-	-	856
b) Proposed audit project	1,335	-	-	-	1,335
	<u>2,191</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>2,191</u>

a) The Breast Surgery Guidelines were sponsored by Roche.

b) Roche also provided funding for a proposed audit project.

18. ANALYSIS OF NET ASSETS (between restricted and unrestricted funds)

	Tangible fixed assets £	Other net assets £	Total £
	Restricted	-	2,191
Designated	-	19,841	19,841
Unrestricted	3,935	552,584	556,519
	<u>3,935</u>	<u>574,616</u>	<u>578,551</u>

19. COMPANY LIMITED BY GUARANTEE

Every member of the company undertakes to contribute to the assets of the Company in the event of the same being wound up during the time he/she is a member, or within one year afterwards, for the payments of the debts and liabilities of the company contracted before the time at which he/she ceases to be a member and of the costs, charges and expenses of winding up the same, and for the adjustments of the rights of the contributors among themselves such amount as may be required not exceeding one pound.