

# THE ASSOCIATION OF CLINICAL SCIENTISTS

England & Wales · Charity number 1040366

## Details

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Status	Registered
Legal form	Charitable company
Company number	<a href="#">02454426</a>
Registered	1994-08-25
Register	<a href="#">View on the Charity Commission register</a>

## Contact

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**Address** Association Of Clinical Scientists  
130-132 Tooley Street  
London  
SE1 2TU

**Phone** 07389173827

**Email** [admin@assclinsci.org](mailto:admin@assclinsci.org)

**Website** [www.assclinsci.org](http://www.assclinsci.org)

## Activities

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**Objects:** TO PROMOTE AND ADVANCE AND TO ENCOURAGE THE STUDY AND PRACTICE OF THE APPLICATION OF SCIENCE IN THE PREVENTION DIAGNOSIS AND CONTROL OF ILLNESS DISEASE AND DISABILITY.

**Activities:** Assess trainees as a preliminary to HCPC registrationPromote, advance & encourage the study & practice of the application of science in the prevention, diagnosis & control of illness & disabilityEstablish, uphold and improve qualification, training, competence & conduct of UK Clinical ScientistsWork & liaise with relevant professional bodies,including HCPC on matters relating to the above

## Classification

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- **How:** Acts As An Umbrella Or Resource Body
- **What:** Education/training
- **Who:** The General Public/mankind

## Geography

- Northern Ireland
- Scotland
- Throughout England And Wales

## Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£31,433	£26,228	-	-
2023-12-31	£32,621	£24,156	-	-
2022-12-31	£33,487	£30,090	-	-
2021-12-31	£28,661	£19,400	-	-
2020-12-31	£32,673	£36,945	-	-

## Trustees

Name	Role	Appointed
<b>Dr Jacob Vaarkamp</b>	Chair	2016-09-01
April Sellors		2021-04-22
DR Ross Stuart Sadler		2015-06-23
Dr Katherine Elizabeth Templeton		2019-05-30
Dr Michelle Rebecca Foster		2025-09-29
Dr Olivia Jane Shaw		2018-06-22
Dr Sylvia Sharon Armstrong-Fisher		2016-09-14
Jason Kasraie		2016-09-14
Katharine Elizabeth Hayden		2022-12-16
Professor Malcolm Sperrin		2021-09-16
Victoria Jane Stinton		2025-09-29

**THE ASSOCIATION OF CLINICAL SCIENTISTS**

England & Wales - Charity number 1040366

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# Accounts

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**The Association of Clinical Scientists**  
(a company limited by guarantee)

Annual report and financial statements

For the year ended 31<sup>st</sup> December 2024

Company Registration Number - 02454426

## Contents

	<b>Page</b>
Reference and administrative details	1
Trustees' Report	2-5
Report of the independent examiner	6
Statement of financial activities	7
Statement of financial position	8
Notes to the financial statements	9 - 11

## Reference and administrative details

### Trustees

Mr R M Anderson  
Dr S S Armstrong Fisher  
Mrs K E Hayden  
Mr J Kasraie  
Dr R S Sadler  
Mr A Sellors  
Dr O J Shaw  
Prof M Sperrin  
Dr K E Templeton  
Dr J Vaarkamp

**Company registration number**

02454426

**Charity registration number**

1040366

**Registered office**

130-132 Tooley Street  
London  
SE1 2TU

**Company secretary**

Dr O J Shaw

**Chairperson**

Dr J Vaarkamp

**Independent examiner**

Michael Kyriakides  
7 Forest Road  
Sutton  
Surrey  
SM3 9NT

**Bankers**

HSBC Bank  
130 New Street  
Birmingham  
B2 4JU

## Trustees' report for the year ended 31 December 2024

The trustees present their annual report together with the financial statements of The Associated Clinical Scientists ('the Charity') for the year ended 31 December 2024.

Since the Charity qualifies as small under section 383, the strategic report required of medium and large sized companies under Companies Act 2006 (Strategic Report and Director's Report) Regulations 2013 is not required.

### Structure, governance and management

#### Constitution

The Charity is registered as a company limited by guarantee and does not have share capital. All trustees are members of the Charity and guarantee to contribute £1 in the event of a winding up.

The Charity is constituted under its Memorandum of Association dated 20 December 1989 and the registered charity number is 1040366.

#### Method of appointment or election of trustees

The trustees are appointed or reappointed at the Annual General Meeting in accordance with the Articles of Association.

The trustees who were served during the year were:

Mr R M Anderson	
Dr S S Armstrong Fisher	
Dr D Baty	(resigned 27 September 2024)
Dr F G Boa	(resigned 27 September 2024)
Dr J Cowe	(resigned 27 September 2024)
Mrs K E Hayden	
Mr J Kasraie	
Dr R S Sadler	
Mr A Sellors	
Dr O J Shaw	
Prof M Sperrin	
Dr K E Templeton	
Mr M Thomas	(resigned 27 September 2024)
Dr J Vaarkamp	

#### Key management personnel remuneration

The trustees consider the Board of Trustees as comprising the key management personnel of the Charity in charge of directing and controlling the Charity and running and operating the Charity on a day-to-day basis. No trustees received any remuneration (2023: £nil) nor any benefit in kind (2023: £Nil) during the year. No trustee (2023: nil) received reimbursement of travel expenses totalling £nil (2023: £nil) during the year.

## **Trustees' report for the year ended 31 December 2024 (continued)**

### **Policies and objectives**

The Association of Clinical Scientists ('ACS') is an organisation representing the clinical science profession in the UK. Individuals can apply to the ACS for assessment for the Certificate of Attainment, which allows successful candidates to register with the Health and Care Professions Council. Its Board consists of representatives nominated by the clinical science professions who set down the standards required for the achievement of the Certificate of Attainment and thus for registration. ACS is therefore responsible for maintaining and monitoring the standards for each of the member professions. ACS is intended purely to assess applicants against set standards of performance and breadth of competencies.

### **Achievements and performance**

#### **Review of activities**

There are 9 (2023: 11) member organisations representing 11 (2023: 13) clinical science professions that pay an annual subscription to ACS to subsidise fees for applicants from their membership.

During the year, 85 (2023: 88) applications were received and 94 (2023: 71) assessments were carried out resulting in 75 (2023: 54) successes in obtaining the Certificate of Attainment, with 11 (2023: 8) failing, a further 8 (2023: 9) rejected as unacceptable portfolios and 0 (2023: 0) candidates had withdrawn their application prior to completion of assessment. Since its inception in 2002, ACS has received 3,839 applications with 3,202 successes, 338 failing at interview, 233 rejected for inadequate portfolio, 10 rejected for non-compliance of initial application requirements and 21 individuals withdrawing application prior to completion of assessment (the remainder are still in progress).

#### **Investment policy and performance**

Any surplus funds are held in short-term deposits to help generate the income levels for future years.

#### **Financial review**

##### **Results for the year**

The attached financial statements show the current state of the Charity, which the Trustees consider to be sound. The net income for the year was £5,205 (2023: £8,465).

##### **Principal risks and uncertainties**

The trustees have reviewed all major risks to which the charity is exposed to and have established systems to mitigate them.

##### **Reserves policy**

The trustees consider the ideal level of reserves to be sufficient to cover six months of its annual expenditure. At the year end, reserves (all unrestricted) stood at £51,114 (2023: £45,909). Based on 2024 expenditure, this would cover operational expenditure for up to 1 year and 11 months and thus is considered to be sufficient. The trustees intend to keep the reserves policy under review.

## Trustees' report for the year ended 31 December 2024 (continued)

### Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

### Public benefit

The trustees have given due consideration to Charity Commission published guidance on the public benefit requirements. The Charity constitutes a public benefit entity as defined by FRS 102.

### Future developments

There are no plans to change the strategies employed to carry out the objective of the Charity. We are receiving applications electronically and conducting many assessments via video conferencing going forward.

### Trustees' responsibilities statement

The charity's trustees (who are also the directors of the Association of Clinical Scientists for the purposes of Company Law) are responsible for the preparing the Trustees' Report (incorporating the Directors' Report) and the financial statements in accordance with applicable law and United Kingdom Accountancy Standards, including Financial Reporting Standard 102: *The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice)*, and Financial Reporting Standard 102: SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in February 2016), (The SORP).

Company law requires the trustees to prepare financial statements for each fiscal year which give a true and fair view of the state of affairs of the charity and of the income and the expenditure, 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 judgments and accounting 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 adequate accounting records that are sufficient to show and explain the charitable company's transactions and 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.

## **Trustees' report for the year ended 31 December 2024 (continued)**

### **Disclosure of information to the independent examiner**

Each of the persons who are trustees at the time when this Trustees' report is approved has confirmed that;

- so far as that trustee are aware, there is no relevant information of which the charity's independent examiner is unaware, and
- that trustees have taken all the steps that ought to have been taken as trustees in order to be aware of any information needed by the Trust's independent examiner in connection with preparing their report and to establish that the Trust's independent examiner is aware of that information.

### **Small company exemptions**

In preparing this report, the trustees have taken advantage of the small company exemptions provided by section 415A of the Companies Act 2006.

This report was approved by the Trustees on 29 September 2025 and signed on their behalf.



Dr J Vaarkamp  
**Trustee**

Report of the Independent Examiner

## **Report of the Independent Examiner to the Trustees of The Association of Clinical Scientists ('the Charity')**

I report to the trustees on my examination of the financial statements of the Charity for the year ended 31 December 2024.

### **Respective responsibilities of trustees and examiner**

The trustees (and its directors for the purposes of company law) are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2002 ('the 2006 Act'). The trustees consider that an audit is not required for the year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity is required to prepare accrued accounts and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants of England & Wales.

Having satisfied myself that the charity is not subject to audit under charity law and is eligible for independent examination, it is my responsibility to:

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

### **Basis of independent examiner's report**

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

### **Independent examiner's statement**

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1) accounting records were not kept in respect of the Charity as required by section 386 of the 2006 Act: or
- 2) the accounts do not accord with those records; or
- 3) the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the financial statements give a 'true and fair view' which is not a matter considered as part of an independent examination; or
- 4) the financial statements have not been prepared in accordance with the methods and principles of 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 the Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.



Michael Kyriakides

7 Forest Road

Sutton

Surrey SM3 9NT

29 September 2025

**Statement of Financial Activities for the year ended 31 December 2024**

	Notes	Funds 2024 £	Funds 2023 £
<b>Income</b>			
Charitable activities	2	31,230	32,460
Investment income	3	203	161
<b>Total Income</b>		<u>31,433</u>	<u>32,621</u>
 <b>Expenditure</b>			
Charitable activities		26,228	24,156
<b>Total expenditure</b>	4	<u>26,228</u>	<u>24,156</u>
<b>Net income in the year</b>		<b>5,205</b>	8,465
<b>Net movement in funds</b>		<b>5,205</b>	8,465
 <b>Reconciliation of funds</b>			
Total funds brought forward		45,909	37,444
<b>Total funds carried forward</b>		<u>51,114</u>	<u>45,909</u>

All funds relate to unrestricted funds.

All gains and losses arising in the year have been included in the Statement of Financial Activities and arise from continuing operations.

The notes on pages 9 to 11 form part of these financial statements.

## Statement of financial position as at 31 December 2024

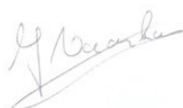
	Notes	2024	2023
		£	£
<b>Current assets</b>			
Debtors	7	6,960	7,540
Cash at bank and in hand		61,043	49,507
<b>Total current assets</b>		<u>68,003</u>	<u>57,047</u>
<b>Liabilities</b>			
Creditors: amounts falling due within one year	8	(16,888)	(11,138)
<b>Net current assets</b>		51,115	45,909
<b>Net assets</b>		<u>51,115</u>	<u>45,909</u>
<b>Funds</b>			
Unrestricted funds	9	51,114	45,909
<b>Total funds</b>		<u>51,114</u>	<u>45,909</u>

The trustees consider that the Charity is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ('the Act') and the members have not required the Charity to obtain an audit for the year in question in accordance with section 476 of the Act.

The trustees are responsible for ensuring that the Charity keeps accounting records which comply with section 386 of the Act and for preparing accounts which give a true and fair view of the state of affairs of the Charity as at the end of the financial year and of its income and expenditure for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the Charity.

The financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and in accordance with the provisions of FRS 102 Section 1A – small entities.

The financial statements were approved by the Trustees on 29 September 2025 and signed on their behalf by:



Dr J Vaarkamp  
**Chair**

The notes on pages 9 to 11 form part of these financial statements.

## Notes to the Financial Statements for the year ended 31st December 2024

### 1 Accounting policies

#### 1.1 General Information

The Association of Clinical Scientists ('the Charity') is a company limited by guarantee and is incorporated in Great Britain. The registered office and principal place of the Charity is 130-132 Tooley Street, London, SE1 2TU. The registered company number is 02454426 and its registered charity number is 1040366.

#### 1.2 Basis of preparation of the financial statements

The financial statements have been prepared under the historical cost convention basis. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and the Republic of Ireland (FRS 102) (effective 1 January 2015) (Charities SORP FRS 102), Section 1A of Financial Reporting Standard 102, 'The Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland ('FRS 102'), the Charities Act 2011 and the Companies Act 2006.

The Association of Clinical Scientists meets the definition of a public benefit entity under FRS 102.

The Trustees have chosen to early adopt the Update Bulletin 1 issued by the Charities Commission on 2nd February 2016 which exempts the charity from the need to prepare a Statement of Cash Flows.

#### 1.3 Company Status

The Charity is a company limited by guarantee. The members of the Charity are the Trustees named on page 1. In the event of the Charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the Charity.

#### 1.4 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

#### 1.5 Income

All income is included in the Statement of financial activities when the Charity has entitlement to the funds, certainty of receipt and the amount can be measured with sufficient reliability.

#### 1.6 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefits to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity.

#### 1.7 Assessment of going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, the continue to adopt the going concern basis in preparing the accounts.

#### 1.8 Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**Notes to the Financial Statements for the year ended 31st December 2024 (Continued)****1.9 Financial instruments**

The Charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

**2 Income from charitable activities**

	<b>Total Funds 2024 £</b>	<b>Total Funds 2023 £</b>
Subscriptions	4,230	6,960
Assessment Fees	27,000	25,500
	<u><b>31,230</b></u>	<u><b>32,460</b></u>

**3 Income from investments**

	<b>Total Funds 2024 £</b>	<b>Total Funds 2023 £</b>
Investment income	<u><b>203</b></u>	<u><b>161</b></u>

**4 Expenditure from charitable activities**

	<b>Total Funds 2024 £</b>	<b>Total Funds 2023 £</b>
Accountancy	1,200	1,200
Office expenses	24,768	22,894
Website costs	200	-
Bank charges	60	62
	<u><b>26,228</b></u>	<u><b>24,156</b></u>

**5 Trustees' remuneration**

No trustee any remuneration or benefits in kind of their the year (2023: £nil). During the year, no trustee received reimbursement of travel expenses (2023: £nil).

**6 Employees**

The average number of employees, including the Trustees during the year was 13 (2023:14)

**Notes to the Financial Statements for the year ended 31st December 2024 (Continued)****7 Debtors**

	<b>2024</b>	2023
	£	£
Accrued Income	6,960	7,540
	<u>6,960</u>	<u>7,540</u>

**8 Creditors: amounts falling due within one year**

	<b>2024</b>	2023
	£	£
Trade creditors	12,623	6,873
Other creditors	5	5
Accruals	4,260	4,260
	<u>16,888</u>	<u>11,138</u>

**9 Statement of funds**

	<b>Brought Forward</b>	<b>Income</b>	<b>Expenditure</b>	<b>Carried Forward</b>
	£	£	£	£
<b>Unrestricted funds</b>				
General funds	45,909	31,433	(26,228)	<u>51,114</u>

**10 Related party transactions**

During the year, the Association for Laboratory Medicine ('ALM'), a company of which K E Hayden is a director, provided services to the charity with a value of £24,734 (2023: £22,894), and received services from the charity with a value of £580 (2023: £580). At the balance sheet date, the amount owed to ALM by the charity was £12,623 (2023: £6,873), and the amounts owed from ALM was £580 (2023: £580).

**THE ASSOCIATION OF CLINICAL SCIENTISTS**

England & Wales - Charity number 1040366

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# Accounts

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**The Association of Clinical Scientists**  
(a company limited by guarantee)

Annual report and financial statements

For the year ended 31<sup>st</sup> December 2023

Company Registration Number - 02454426

## Contents

	<b>Page</b>
Reference and administrative details	1
Trustees' Report	2-5
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## Reference and administrative details

### Trustees

Mr R M Anderson  
Dr S S Armstrong Fisher  
Dr D Baty  
Dr F G Boa (resigned 27 September 2023)  
Dr J Cowe  
Mrs K E Hayden  
Mr J Kasraie  
Dr R S Sadler  
Mr A Sellors  
Dr O J Shaw  
Prof M Sperrin  
Dr K E Templeton  
Mr M Thomas  
Dr J Vaarkamp

**Company registration number** 02454426

**Charity registration number** 1040366

**Registered office** 130-132 Tooley Street  
London  
SE1 2TU

**Company secretary** Dr F G Boa (resigned 27 September 2023)  
Dr O J Shaw (appointed 27 September 2023)

**Chairman** Dr J Vaarkamp

**Independent examiner** Michael Kyriakides  
7 Forest Road  
Sutton  
Surrey  
SM3 9NT

**Bankers** HSBC Bank  
130 New Street  
Birmingham  
B2 4JU

## **Trustees' report for the year ended 31 December 2023**

The trustees present their annual report together with the financial statements of The Associated Clinical Scientists ('the Charity') for the year ended 31 December 2023.

Since the Charity qualifies as small under section 383, the strategic report required of medium and large sized companies under Companies Act 2006 (Strategic Report and Director's Report) Regulations 2013 is not required.

### **Structure, governance and management**

#### **Constitution**

The Charity is registered as a company limited by guarantee and does not have share capital. All trustees are members of the Charity and guarantee to contribute £1 in the event of a winding up.

The Charity is constituted under its Memorandum of Association dated 20 December 1989 and the registered charity number is 1040366.

#### **Method of appointment or election of trustees**

The trustees are appointed or reappointed at the Annual General Meeting in accordance with the Articles of Association.

The trustees who were served during the year were:

Mr R M Anderson  
Dr S S Armstrong Fisher  
Dr D Baty  
Dr F G Boa  
Dr J Cowe  
Mrs K E Hayden  
Mr J Kasraie  
Dr R S Sadler  
Mr A Sellors  
Dr O J Shaw  
Prof M Sperrin  
Dr K E Templeton  
Mr M Thomas  
Dr J Vaarkamp

#### **Key management personnel remuneration**

The trustees consider the Board of Trustees as comprising the key management personnel of the Charity in charge of directing and controlling the Charity and running and operating the Charity on a day-to-day basis. No trustees received any remuneration (2022: £nil) nor any benefit in kind (2022: £Nil) during the year. No trustee (2022: nil) received reimbursement of travel expenses totalling £nil (2022: £nil) during the year.

## **Trustees' report for the year ended 31 December 2023 (continued)**

### **Policies and objectives**

The Association of Clinical Scientists ('ACS') is an organisation representing the clinical science profession in the UK. Individuals can apply to the ACS for assessment for the Certificate of Attainment, which allows successful candidates to register with the Health and Care Professions Council. Its Board consists of representatives nominated by the clinical science professions who set down the standards required for the achievement of the Certificate of Attainment and thus for registration. ACS is therefore responsible for maintaining and monitoring the standards for each of the member professions. ACS is intended purely to assess applicants against set standards of performance and breadth of competencies.

### **Achievements and performance**

#### **Review of activities**

There are 11 (2022: 11) member organisations representing 13 (2022: 13) clinical science professions that pay an annual subscription to ACS to subsidise fees for applicants from their membership.

During the year, 88 (2022: 68) applications were received and 71 (2022: 84) assessments were carried out resulting in 54 (2022: 69) successes in obtaining the Certificate of Attainment, with 8 (2022: 13) failing, a further 9 (2022: 2) rejected as unacceptable portfolios and 0 (2022: 0) candidates had withdrawn their application prior to completion of assessment. Since its inception in 2002, ACS has received 3,754 applications with 3,127 successes, 327 failing at interview, 225 rejected for inadequate portfolio, 10 rejected for non-compliance of initial application requirements and 21 individuals withdrawing application prior to completion of assessment (the remainder are still in progress).

#### **Investment policy and performance**

Any surplus funds are held in short-term deposits to help generate the income levels for future years.

#### **Financial review**

##### **Results for the year**

The attached financial statements show the current state of the Charity, which the Trustees consider to be sound. The net income for the year was £8,465 (2022: £3,397).

##### **Principal risks and uncertainties**

The trustees have reviewed all major risks to which the charity is exposed to and have established systems to mitigate them.

##### **Reserves policy**

The trustees consider the ideal level of reserves to be sufficient to cover six months of its annual expenditure. At the year end, reserves (all unrestricted) stood at £45,909 (2022: £37,444). Based on 2023 expenditure, this would cover operational expenditure for up to six months and thus is considered to be sufficient. The trustees intend to keep the reserves policy under review. There is also increasing use of video facilities for meetings which reduces costs.

## Trustees' report for the year ended 31 December 2023 (continued)

### Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

### Public benefit

The trustees have given due consideration to Charity Commission published guidance on the public benefit requirements. The Charity constitutes a public benefit entity as defined by FRS 102.

### Future developments

There are no plans to change the strategies employed to carry out the objective of the Charity. We are receiving applications electronically and conducting many assessments via video conferencing going forward.

### Trustees' responsibilities statement

The charity's trustees (who are also the directors of the Association of Clinical Scientists for the purposes of Company Law) are responsible for the preparing the Trustees' Report (incorporating the Directors' Report) and the financial statements in accordance with applicable law and United Kingdom Accountancy Standards, including Financial Reporting Standard 102: *The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice)*, and Financial Reporting Standard 102: SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in February 2016), (The SORP).

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## **Trustees' report for the year ended 31 December 2023 (continued)**

### **Disclosure of information to the independent examiner**

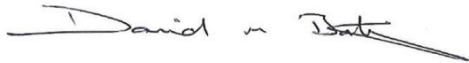
Each of the persons who are trustees at the time when this Trustees' report is approved has confirmed that;

- so far as that trustee are aware, there is no relevant information of which the charity's independent examiner is unaware, and
- that trustees have taken all the steps that ought to have been taken as trustees in order to be aware of any information needed by the Trust's independent examiner in connection with preparing their report and to establish that the Trust's independent examiner is aware of that information.

### **Small company exemptions**

In preparing this report, the trustees have taken advantage of the small company exemptions provided by section 415A of the Companies Act 2006.

This report was approved by the Trustees on 27 September 2024 and signed on their behalf.

A handwritten signature in black ink that reads "David M. Baty". The signature is written in a cursive style with a long horizontal stroke at the end.

Dr D Baty  
**Trustee**

Report of the Independent Examiner

## **Report of the Independent Examiner to the Trustees of The Association of Clinical Scientists ('the Charity')**

I report to the trustees on my examination of the financial statements of the Charity for the year ended 31 December 2023.

### **Respective responsibilities of trustees and examiner**

The trustees (and its directors for the purposes of company law) are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2002 ('the 2006 Act'). The trustees consider that an audit is not required for the year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity is required to prepare accrued accounts and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants of England & Wales.

Having satisfied myself that the charity is not subject to audit under charity law and is eligible for independent examination, it is my responsibility to:

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

### **Basis of independent examiner's report**

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

### **Independent examiner's statement**

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1) accounting records were not kept in respect of the Charity as required by section 386 of the 2006 Act: or
- 2) the accounts do not accord with those records; or
- 3) the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the financial statements give a 'true and fair view' which is not a matter considered as part of an independent examination; or
- 4) the financial statements have not been prepared in accordance with the methods and principles of 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 the Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.



Michael Kyriakides

7 Forest Road

Sutton

Surrey SM3 9NT

27 September 2024

**Statement of Financial Activities for the year ended 31 December 2023**

	Notes	Total Funds 2023 £	Total Funds 2022 £
<b>Income</b>			
Charitable activities	2	32,460	33,466
Investment income	3	161	21
<b>Total Income</b>		<u><b>32,621</b></u>	<u><b>33,487</b></u>
 <b>Expenditure</b>			
Charitable activities		24,156	30,090
<b>Total expenditure</b>	4	<u><b>24,156</b></u>	<u><b>30,090</b></u>
<b>Net income in the year</b>		<b>8,465</b>	3,397
<b>Net movement in funds</b>		<b>8,465</b>	3,397
 <b>Reconciliation of funds</b>			
Total funds brought forward		<b>37,444</b>	34,047
<b>Total funds carried forward</b>		<u><b>45,909</b></u>	<u><b>37,444</b></u>

All funds relate to unrestricted funds.

All gains and losses arising in the year have been included in the Statement of Financial Activities and arise from continuing operations.

The notes on pages 9 to 11 form part of these financial statements.

## Statement of financial position as at 31 December 2023

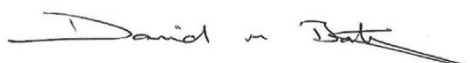
	Notes	2023	2022
		£	£
<b>Current assets</b>			
Debtors	7	7,540	2,320
Cash at bank and in hand		49,507	43,536
<b>Total current assets</b>		<u>57,047</u>	<u>45,856</u>
<b>Liabilities</b>			
Creditors: amounts falling due within one year	8	(11,138)	(8,412)
<b>Net current assets</b>		45,909	37,444
<b>Net assets</b>		<u>45,909</u>	<u>37,444</u>
<b>Net movement in funds</b>			
<b>Funds</b>			
Unrestricted funds	9	45,909	37,444
<b>Total funds</b>		<u>45,909</u>	<u>37,444</u>

The trustees consider that the Charity is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ('the Act') and the members have not required the Charity to obtain an audit for the year in question in accordance with section 476 of the Act.

The trustees are responsible for ensuring that the Charity keeps accounting records which comply with section 386 of the Act and for preparing accounts which give a true and fair view of the state of affairs of the Charity as at the end of the financial year and of its income and expenditure for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the Charity.

The financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and in accordance with the provisions of FRS 102 Section 1A – small entities.

The financial statements were approved by the Trustees on 26 September 2024 and signed on their behalf by:



Dr D Baty

**Trustee 27 September 2024**

The notes on pages 9 to 11 form part of these financial statements.

## Notes to the Financial Statements for the year ended 31st December 2023

### 1 Accounting policies

#### 1.1 General Information

The Association of Clinical Scientists ('the Charity') is a company limited by guarantee and is incorporated in Great Britain. The registered office and principal place of the Charity is 130-132 Tooley Street, London, SE1 2TU. The registered company number is 02454426 and its registered charity number is 1040366.

#### 1.2 Basis of preparation of the financial statements

The financial statements have been prepared under the historical cost convention basis. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and the Republic of Ireland (FRS 102) (effective 1 January 2015) (Charities SORP FRS 102), Section 1A of Financial Reporting Standard 102, 'The Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland ('FRS 102'), the Charities Act 2011 and the Companies Act 2006.

The Association of Clinical Scientists meets the definition of a public benefit entity under FRS 102.

The Trustees have chosen to early adopt the Update Bulletin 1 issued by the Charities Commission on 2nd February 2016 which exempts the charity from the need to prepare a Statement of Cash Flows.

#### 1.3 Company Status

The Charity is a company limited by guarantee. The members of the Charity are the Trustees named on page 1. In the event of the Charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the Charity.

#### 1.4 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

#### 1.5 Income

All income is included in the Statement of financial activities when the Charity has entitlement to the funds, certainty of receipt and the amount can be measured with sufficient reliability.

#### 1.6 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefits to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity.

#### 1.7 Assessment of going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, the continue to adopt the going concern basis in preparing the accounts.

#### 1.8 Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**Notes to the Financial Statements for the year ended 31st December 2023 (Continued)**

**1.9 Financial instruments**

The Charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

**2 Income from charitable activities**

	<b>Total Funds 2023 £</b>	<b>Total Funds 2022 £</b>
Subscriptions	6,960	11,105
Assessment Fees	25,500	22,361
	<u><b>32,460</b></u>	<u><b>33,466</b></u>

**3 Income from investments**

	<b>Total Funds 2023 £</b>	<b>Total Funds 2022 £</b>
Investment income	<u><b>161</b></u>	<u><b>21</b></u>

**4 Expenditure from charitable activities**

	<b>Total Funds 2023 £</b>	<b>Total Funds 2022 £</b>
Accountancy	1,200	3,060
Office expenses	22,894	26,254
Room Hire Costs	-	593
Website costs	-	122
Bank charges	62	61
	<u><b>24,156</b></u>	<u><b>30,090</b></u>

**5 Trustees' remuneration**

No trustee any remuneration or benefits in kind of their the year (2022: £nil). During the year, no trustee received reimbursement of travel expenses (2022: £nil).

**6 Employees**

The average number of employees, including the Trustees during the year was 14 (2022:14)

**Notes to the Financial Statements for the year ended 31st December 2023 (Continued)****7 Debtors**

	<b>2023</b>	2022
	£	£
Accrued Income	7,540	2,320
	<u>7,540</u>	<u>2,320</u>

**8 Creditors: amounts falling due within one year**

	<b>2023</b>	2022
	£	£
Trade creditors	6,873	5,347
Other creditors	5	5
Accruals	4,260	3,060
	<u>11,138</u>	<u>8,412</u>

**9 Statement of funds**

	<b>Brought Forward</b>	<b>Income</b>	<b>Expenditure</b>	<b>Carried Forward</b>
	£	£	£	£
<b>Unrestricted funds</b>				
General funds	37,444	32,621	(24,156)	<b>45,909</b>

**10 Related party transactions**

During the year, the Association for Laboratory Medicine ('ALM'), a company of which K E Hayden is a director, provided services to the charity with a value of £22,894 (2022: £26,254). At the balance sheet date, the amount owed to ALM by the charity was £6,873 (2022: £5,347).

**THE ASSOCIATION OF CLINICAL SCIENTISTS**

England & Wales - Charity number 1040366

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# Accounts

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**The Association of Clinical Scientists**  
(a company limited by guarantee)

Annual report and financial statements

For the year ended 31<sup>st</sup> December 2022

Company Registration Number - 02454426

## **Contents**

	<b>Page</b>
Reference and administrative details	1
Trustees' Report	2-5
Report of the independent examiner	6
Statement of financial activities	7
Statement of financial position	8
Notes to the financial statements	9 - 11

## Reference and administrative details

### Trustees

Mr R M Anderson  
Dr S S Armstrong Fisher  
Dr D Baty  
Dr F G Boa  
Dr J Cowe  
Mrs K E Hayden  
Mr J Kasraie  
Dr R S Sadler  
Mr A Sellors  
Dr O J Shaw  
Prof M Sperrin  
Dr K E Templeton  
Mr M Thomas  
Dr J Vaarkamp

**Company registration number**

02454426

**Charity registration number**

1040366

**Registered office**

130-132 Tooley Street  
London  
SE1 2TU

**Company secretary**

Dr F G Boa

**Chairman**

Dr J Vaarkamp

**Independent examiner**

Michael Kyriakides  
7 Forest Road  
Sutton  
Surrey  
SM3 9NT

**Bankers**

HSBC Bank  
130 New Street  
Birmingham  
B2 4JU

## **Trustees' report for the year ended 31 December 2022**

The trustees present their annual report together with the financial statements of The Associated Clinical Scientists ('the Charity') for the year ended 31 December 2022.

Since the Charity qualifies as small under section 383, the strategic report required of medium and large sized companies under Companies Act 2006 (Strategic Report and Director's Report) Regulations 2013 is not required.

### **Structure, governance and management**

#### **Constitution**

The Charity is registered as a company limited by guarantee and does not have share capital. All trustees are members of the Charity and guarantee to contribute £1 in the event of a winding up.

The Charity is constituted under its Memorandum of Association dated 20 December 1989 and the registered charity number is 1040366.

#### **Method of appointment or election of trustees**

The trustees are appointed or reappointed at the Annual General Meeting in accordance with the Articles of Association.

The trustees who served during the year were:

Prof N R Anderson (resigned 16 December 2022)  
Mr R M Anderson  
Dr S S Armstrong Fisher  
Dr D Baty  
Dr F G Boa  
L A Chandra (resigned 9 March 2022)  
Dr J Cowe  
Mrs K E Hayden (appointed 16 December 2022)  
Mr J Kasraie  
Dr R S Sadler  
Mr A Sellors  
Dr O J Shaw  
Prof M Sperrin  
Dr K E Templeton  
Mr M Thomas  
Dr J Vaarkamp

#### **Key management personnel remuneration**

The trustees consider the Board of Trustees as comprising the key management personnel of the Charity in charge of directing and controlling the Charity and running and operating the Charity on a day-to-day basis. No trustees received any remuneration (2021: £nil) nor any benefit in kind (2021: £Nil) during the year. No trustee (2021: nil) received reimbursement of travel expenses totalling £nil (2021: £nil) during the year.

## **Trustees' report for the year ended 31 December 2022 (continued)**

### **Policies and objectives**

The Association of Clinical Scientists ('ACS') is an organisation representing the clinical science profession in the UK. Individuals can apply to the ACS for assessment for the Certificate of Attainment, which allows successful candidates to register with the Health and Care Professions Council. Its Board consists of representatives nominated by the clinical science professions who set down the standards required for the achievement of the Certificate of Attainment and thus for registration. ACS is therefore responsible for maintaining and monitoring the standards for each of the member professions. ACS is intended purely to assess applicants against set standards of performance and breadth of competencies.

### **Achievements and performance**

#### **Review of activities**

There are 11 (2021: 11) member organisations representing 13 (2021: 13) clinical science professions that pay an annual subscription to ACS to subsidise fees for applicants from their membership.

During the year, 68 (2021: 69) applications were received and 84 (2021: 70) assessments were carried out resulting in 69 (2021: 51) successes in obtaining the Certificate of Attainment, with 13 (2021: 9) failing, a further 2 (2021: 8) rejected as unacceptable portfolios and 0 (2021: 2) candidates had withdrawn their application prior to completion of assessment. Since its inception in 2002, ACS has received 3,666 applications with 3,073 successes, 319 failing at interview, 216 rejected for inadequate portfolio, 10 rejected for non-compliance of initial application requirements and 21 individuals withdrawing application prior to completion of assessment (the remainder are still in progress).

#### **Investment policy and performance**

Any surplus funds are held in short-term deposits to help generate the income levels for future years.

#### **Financial review**

##### **Results for the year**

The attached financial statements show the current state of the Charity, which the Trustees consider to be sound. The net income for the year was £3,397 (2021: £9,261).

##### **Principal risks and uncertainties**

The trustees have reviewed all major risks to which the charity is exposed to and have established systems to mitigate them.

##### **Reserves policy**

The trustees consider the ideal level of reserves to be sufficient to cover six months of its annual expenditure. At the year end, reserves (all unrestricted) stood at £37,444 (2021: £34,047). Based on 2022 expenditure, this would cover operational expenditure for up to six months and thus is considered to be sufficient. The trustees intend to keep the reserves policy under review. There is also increasing use of video facilities for meetings which reduces costs.

## Trustees' report for the year ended 31 December 2022 (continued)

### Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

### Public benefit

The trustees have given due consideration to Charity Commission published guidance on the public benefit requirements. The Charity constitutes a public benefit entity as defined by FRS 102.

### Future developments

There are no plans to change the strategies employed to carry out the objective of the Charity. We are receiving applications electronically and conducting many assessments via video conferencing going forward.

### Trustees' responsibilities statement

The charity's trustees (who are also the directors of the Association of Clinical Scientists for the purposes of Company Law) are responsible for the preparing the Trustees' Report (incorporating the Directors' Report) and the financial statements in accordance with applicable law and United Kingdom Accountancy Standards, including Financial Reporting Standard 102: *The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice)*, and Financial Reporting Standard 102: SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in February 2016), (The SORP).

Company law requires the trustees to prepare financial statements for each fiscal year which give a true and fair view of the state of affairs of the charity and of the income and the expenditure, 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 judgments and accounting 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 adequate accounting records that are sufficient to show and explain the charitable company's transactions and 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.

## **Trustees' report for the year ended 31 December 2022 (continued)**

### **Disclosure of information to the independent examiner**

Each of the persons who are trustees at the time when this Trustees' report is approved has confirmed that;

- so far as that trustee are aware, there is no relevant information of which the charity's independent examiner is unaware, and
- that trustees have taken all the steps that ought to have been taken as trustees in order to be aware of any information needed by the Trust's independent examiner in connection with preparing their report and to establish that the Trust's independent examiner is aware of that information.

### **Small company exemptions**

In preparing this report, the trustees have taken advantage of the small company exemptions provided by section 415A of the Companies Act 2006.

This report was approved by the Trustees on 27 September 2023 and signed on their behalf.

A handwritten signature in black ink, appearing to read "David M. Baty", with a long horizontal stroke extending to the right.

Dr D Baty  
**Trustee**

Report of the Independent Examiner

## **Report of the Independent Examiner to the Trustees of The Association of Clinical Scientists ('the Charity')**

I report to the trustees on my examination of the financial statements of the Charity for the year ended 31 December 2022.

### **Respective responsibilities of trustees and examiner**

The trustees (and its directors for the purposes of company law) are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2002 ('the 2006 Act'). The trustees consider that an audit is not required for the year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity is required to prepare accrued accounts and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants of England & Wales.

Having satisfied myself that the charity is not subject to audit under charity law and is eligible for independent examination, it is my responsibility to:

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

### **Basis of independent examiner's report**

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

### **Independent examiner's statement**

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1) accounting records were not kept in respect of the Charity as required by section 386 of the 2006 Act: or
- 2) the accounts do not accord with those records; or
- 3) the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the financial statements give a 'true and fair view' which is not a matter considered as part of an independent examination; or
- 4) the financial statements have not been prepared in accordance with the methods and principles of 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 the Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.



Michael Kyriakides

7 Forest Road

Sutton

Surrey SM3 9NT

25 September 2023

**Statement of Financial Activities for the year ended 31 December 2022**

	Notes	Total Funds 2022 £	Total Funds 2021 £
<b>Income</b>			
Charitable activities	2	33,466	28,660
Investment income	3	21	1
<b>Total Income</b>		<b>33,487</b>	<b>28,661</b>
<b>Expenditure</b>			
Charitable activities		30,090	19,400
<b>Total expenditure</b>	4	<b>30,090</b>	<b>19,400</b>
<b>Net income in the year</b>		<b>3,397</b>	9,261
<b>Net movement in funds</b>		<b>3,397</b>	9,261
<b>Reconciliation of funds</b>			
Total funds brought forward		<b>34,047</b>	24,786
<b>Total funds carried forward</b>		<b>37,444</b>	<b>34,047</b>

All funds relate to unrestricted funds.

All gains and losses arising in the year have been included in the Statement of Financial Activities and arise from continuing operations.

The notes on pages 9 to 11 form part of these financial statements.

## Statement of financial position as at 31 December 2022

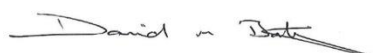
	Notes	2022	2021
		£	£
<b>Current assets</b>			
Debtors	7	2,320	1,160
Cash at bank and in hand		43,536	36,395
<b>Total current assets</b>		<u>45,856</u>	<u>37,555</u>
<b>Liabilities</b>			
Creditors: amounts falling due within one year	8	(8,412)	(3,508)
<b>Net current assets</b>		37,444	34,047
<b>Net assets</b>		<u>37,444</u>	<u>34,047</u>
<b>Net movement in funds</b>			
<b>Funds</b>			
Unrestricted funds	9	37,444	34,047
<b>Total funds</b>		<u>37,444</u>	<u>34,047</u>

The trustees consider that the Charity is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ('the Act') and the members have not required the Charity to obtain an audit for the year in question in accordance with section 476 of the Act.

The trustees are responsible for ensuring that the Charity keeps accounting records which comply with section 386 of the Act and for preparing accounts which give a true and fair view of the state of affairs of the Charity as at the end of the financial year and of its income and expenditure for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the Charity.

The financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and in accordance with the provisions of FRS 102 Section 1A – small entities.

The financial statements were approved by the Trustees on 27 September 2023 and signed on their behalf by:



Dr D Baty  
Trustee

The notes on pages 9 to 11 form part of these financial statements.

## Notes to the Financial Statements for the year ended 31st December 2022

### 1 Accounting policies

#### 1.1 General Information

The Association of Clinical Scientists ('the Charity') is a company limited by guarantee and is incorporated in Great Britain. The registered office and principal place of the Charity is 130-132 Tooley Street, London, SE1 2TU. The registered company number is 02454426 and its registered charity number is 1040366.

#### 1.2 Basis of preparation of the financial statements

The financial statements have been prepared under the historical cost convention basis. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and the Republic of Ireland (FRS 102) (effective 1 January 2015) (Charities SORP FRS 102), Section 1A of Financial Reporting Standard 102, 'The Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland ('FRS 102'), the Charities Act 2011 and the Companies Act 2006.

The Association of Clinical Scientists meets the definition of a public benefit entity under FRS 102.

The Trustees have chosen to early adopt the Update Bulletin 1 issued by the Charities Commission on 2nd February 2016 which exempts the charity from the need to prepare a Statement of Cash Flows.

#### 1.3 Company Status

The Charity is a company limited by guarantee. The members of the Charity are the Trustees named on page 1. In the event of the Charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the Charity.

#### 1.4 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

#### 1.5 Income

All income is included in the Statement of financial activities when the Charity has entitlement to the funds, certainty of receipt and the amount can be measured with sufficient reliability.

#### 1.6 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefits to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity.

#### 1.7 Assessment of going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, the continue to adopt the going concern basis in preparing the accounts.

#### 1.8 Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**Notes to the Financial Statements for the year ended 31st December 2022 (Continued)****1.9 Financial instruments**

The Charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

**2 Income from charitable activities**

	<b>Total Funds 2022 £</b>	<b>Total Funds 2021 £</b>
Subscriptions	11,105	12,845
Assessment Fees	22,361	15,815
	<u><b>33,466</b></u>	<u><b>28,660</b></u>

**3 Income from investments**

	<b>Total Funds 2022 £</b>	<b>Total Funds 2021 £</b>
Investment income	<u><b>21</b></u>	<u><b>1</b></u>

**4 Expenditure from charitable activities**

	<b>Total Funds 2022 £</b>	<b>Total Funds 2021 £</b>
Accountancy	3,060	3,040
Office expenses	26,254	16,354
Room Hire Costs	593	-
Website costs	122	-
Bank charges	61	6
	<u><b>30,090</b></u>	<u><b>19,400</b></u>

**5 Trustees' remuneration**

No trustee any remuneration or benefits in kind of their the year (2021: £nil). During the year, no trustee received reimbursement of travel expenses (2021: £nil).

**6 Employees**

The average number of employees, including the Trustees during the year was 14 (2021:15)

**Notes to the Financial Statements for the year ended 31st December 2022 (Continued)**

**Debtors**

	<b>2022</b>	2021
	<b>£</b>	£
Accrued Income	2,320	1,160
	<u><b>2,320</b></u>	<u>1,160</u>

**Creditors: amounts falling due within one year**

	<b>2022</b>	2021
	<b>£</b>	£
Trade creditors	5,347	442
Other creditors	5	6
Accruals	3,060	3,060
	<u><b>8,412</b></u>	<u>3,508</u>

**Statement of funds**

	<b>Brought Forward</b>	<b>Income</b>	<b>Expenditure</b>	<b>Carried Forward</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Unrestricted funds</b>				
General funds	34,047	33,487	(30,090)	<u><b>37,444</b></u>

**Related party transactions**

During the year, the Association for Clinical Biochemistry and Laboratory Medicine ('ACB'), a company of which K E Hayden is a director, provided services to the charity with a value of £26,254 (2021: £16,354). At the balance sheet date, the amount owed to ACB by the charity was £5,347 (2021: £442).

**THE ASSOCIATION OF CLINICAL SCIENTISTS**

England & Wales - Charity number 1040366

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# Accounts

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**The Association of Clinical Scientists**  
(a company limited by guarantee)

Annual report and financial statements

For the year ended 31<sup>st</sup> December 2021

Company Registration Number - 02454426

## **Contents**

	<b>Page</b>
Reference and administrative details	1
Trustees' Report	2-5
Report of the independent examiner	6
Statement of financial activities	7
Statement of financial position	8
Notes to the financial statements	9 - 11

## Reference and administrative details

<b>Trustees</b>	Prof N R Anderson Mr R M Anderson Dr S S Armstrong Fisher Dr D Baty Dr F G Boa Dr J Cowe Mr J Kasraie Dr R S Sadler Mr A Sellors Dr O J Shaw Prof M Sperrin Dr K E Templeton Mr M Thomas Dr J Vaarkamp
<b>Company registration number</b>	02454426
<b>Charity registration number</b>	1040366
<b>Registered office</b>	130-132 Tooley Street London SE1 2TU
<b>Company secretary</b>	Dr F G Boa
<b>Chairman</b>	Dr J Vaarkamp
<b>Independent examiner</b>	Michael Kyriakides 7 Forest Road Sutton Surrey SM3 9NT
<b>Bankers</b>	HSBC Bank 130 New Street Birmingham B2 4JU

## **Trustees' report for the year ended 31 December 2021**

The trustees present their annual report together with the financial statements of The Associated Clinical Scientists ('the Charity') for the year ended 31 December 2021.

Since the Charity qualifies as small under section 383, the strategic report required of medium and large sized companies under Companies Act 2006 (Strategic Report and Director's Report) Regulations 2013 is not required.

### **Structure, governance and management**

#### **Constitution**

The Charity is registered as a company limited by guarantee and does not have share capital. All trustees are members of the Charity and guarantee to contribute £1 in the event of a winding up.

The Charity is constituted under its Memorandum of Association dated 20 December 1989 and the registered charity number is 1040366.

#### **Method of appointment or election of trustees**

The trustees are appointed or reappointed at the Annual General Meeting in accordance with the Articles of Association.

The trustees who served during the year were:

Prof N R Anderson  
Mr R M Anderson (appointed 22 April 2021)  
Dr S S Armstrong Fisher  
Dr D Baty  
Dr F G Boa  
L A Chandra (resigned 9 March 2022)  
Dr J Cowe  
Mr J Kasraie  
Ms S Lear (resigned 22 April 2021)  
Prof R A Lerski (resigned 16 September 2021)  
Dr R S Sadler  
Mr A Sellors (appointed 22 April 2021)  
Dr O J Shaw  
Prof M Sperrin (appointed 16 September 2021)  
Dr D Stirling (resigned 22 April 2021)  
Dr K E Templeton  
Mr M Thomas  
Dr J Vaarkamp

#### **Key management personnel remuneration**

The trustees consider the Board of Trustees as comprising the key management personnel of the Charity in charge of directing and controlling the Charity and running and operating the Charity on a day-to-day basis. No trustees received any remuneration (2020: £nil) nor any benefit in kind (2020: £Nil) during the year. No trustee (2020: nil) received reimbursement of travel expenses totalling £nil (2020: £nil) during the year.

## **Trustees' report for the year ended 31 December 2021 (continued)**

### **Policies and objectives**

The Association of Clinical Scientists ('ACS') is an organisation representing the clinical science profession in the UK. Individuals can apply to the ACS for assessment for the Certificate of Attainment, which allows successful candidates to register with the Health and Care Professions Council. Its Board consists of representatives nominated by the clinical science professions who set down the standards required for the achievement of the Certificate of Attainment and thus for registration. ACS is therefore responsible for maintaining and monitoring the standards for each of the member professions. ACS is intended purely to assess applicants against set standards of performance and breadth of competencies.

### **Achievements and performance**

#### **Review of activities**

There are 11 (2020: 11) member organisations representing 13 (2020: 13) clinical science professions that pay an annual subscription to ACS to subsidise fees for applicants from their membership.

During the year, 69 (2020: 66) applications were received and 70 (2020: 62) assessments were carried out resulting in 51 (2020: 48) successes in obtaining the Certificate of Attainment, with 9 (2020: 9) failing, a further 8 (2020: 4) rejected as unacceptable portfolios and 2 (2020: 1) candidates had withdrawn their application prior to completion of assessment. Since its inception in 2002, ACS has received 3,598 applications with 3,004 successes, 306 failing at interview, 214 rejected for inadequate portfolio, 10 rejected for non-compliance of initial application requirements and 21 individuals withdrawing application prior to completion of assessment (the remainder are still in progress).

#### **Investment policy and performance**

Any surplus funds are held in short-term deposits to help generate the income levels for future years.

#### **Financial review**

##### **Results for the year**

The attached financial statements show the current state of the Charity, which the Trustees consider to be sound. The net income for the year was £9,261 (2020: £4,272 deficit).

##### **Principal risks and uncertainties**

The trustees have reviewed all major risks to which the charity is exposed to and have established systems to mitigate them.

##### **Reserves policy**

The trustees consider the ideal level of reserves to be sufficient to cover six months of its annual expenditure. At the year end, reserves (all unrestricted) stood at £34,047 (2020: 24,786). Based on 2021 expenditure, this would cover operational expenditure for up to six months and thus is considered to be sufficient. The trustees intend to keep the reserves policy under review. There is also increasing use of video facilities for meetings which reduces costs.

## Trustees' report for the year ended 31 December 2021 (continued)

### Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. In making this decision, the Trustees have taken into consideration the risks and uncertainties arising from the COVID-19 pandemic. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

### Public benefit

The trustees have given due consideration to Charity Commission published guidance on the public benefit requirements. The Charity constitutes a public benefit entity as defined by FRS 102.

### Future developments

There are no plans to change the strategies employed to carry out the objective of the Charity. We are receiving applications electronically and conducting many assessments via video conferencing going forward.

### Trustees' responsibilities statement

The charity's trustees (who are also the directors of the Association of Clinical Scientists for the purposes of Company Law) are responsible for the preparing the Trustees' Report (incorporating the Directors' Report) and the financial statements in accordance with applicable law and United Kingdom Accountancy Standards, including Financial Reporting Standard 102: *The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice)*, and Financial Reporting Standard 102: SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in February 2016), (The SORP).

Company law requires the trustees to prepare financial statements for each fiscal year which give a true and fair view of the state of affairs of the charity and of the income and the expenditure, 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 judgments and accounting 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 adequate accounting records that are sufficient to show and explain the charitable company's transactions and 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.

## Trustees' report for the year ended 31 December 2021 (continued)

### Disclosure of information to the independent examiner

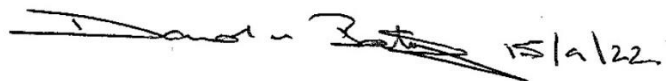
Each of the persons who are trustees at the time when this Trustees' report is approved has confirmed that;

- so far as that trustee are aware, there is no relevant information of which the charity's independent examiner is unaware, and
- that trustees have taken all the steps that ought to have been taken as trustees in order to be aware of any information needed by the Trust's independent examiner in connection with preparing their report and to establish that the Trust's independent examiner is aware of that information.

### Small company exemptions

In preparing this report, the trustees have taken advantage of the small company exemptions provided by section 415A of the Companies Act 2006.

This report was approved by the Trustees on 15 September 2022 and signed on their behalf.

A handwritten signature in black ink, appearing to read 'D Baty', followed by the date '15/9/22'.

Dr D Baty  
Trustee

Report of the Independent Examiner

## **Report of the Independent Examiner to the Trustees of The Association of Clinical Scientists ('the Charity')**

I report to the trustees on my examination of the financial statements of the Charity for the year ended 31 December 2021.

### **Respective responsibilities of trustees and examiner**

The trustees (and its directors for the purposes of company law) are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2002 ('the 2006 Act'). The trustees consider that an audit is not required for the year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity is required to prepare accrued accounts and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants of England & Wales.

Having satisfied myself that the charity is not subject to audit under charity law and is eligible for independent examination, it is my responsibility to:

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

### **Basis of independent examiner's report**

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

### **Independent examiner's statement**

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1) accounting records were not kept in respect of the Charity as required by section 386 of the 2006 Act: or
- 2) the accounts do not accord with those records; or
- 3) the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the financial statements give a 'true and fair view' which is not a matter considered as part of an independent examination; or
- 4) the financial statements have not been prepared in accordance with the methods and principles of 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 the Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.



Michael Kyriakides  
7 Forest Road  
Sutton  
Surrey SM3 9NT  
15 September 2022

**Statement of Financial Activities for the year ended 31 December 2021**

	Notes	Total Funds 2021 £	Total Funds 2020 £
<b>Income</b>			
Charitable activities	2	28,660	32,514
Investment income	3	1	159
<b>Total Income</b>		<b>28,661</b>	<b>32,673</b>
 <b>Expenditure</b>			
Charitable activities		19,400	36,945
<b>Total expenditure</b>	4	<b>19,400</b>	<b>36,945</b>
<b>Net income/(expenditure) in the year</b>		9,261	(4,272)
<b>Net movement in funds</b>		9,261	(4,272)
<b>Reconciliation of funds</b>			
Total funds brought forward		24,786	29,058
<b>Total funds carried forward</b>		<b>34,047</b>	<b>24,786</b>

All funds relate to unrestricted funds.

All gains and losses arising in the year have been included in the Statement of Financial Activities and arise from continuing operations.

The notes on pages 9 to 11 form part of these financial statements.

## Statement of financial position as at 31 December 2021


	Notes	2021	2020
		£	£
<b>Current assets</b>			
Debtors	7	1,160	4,080
Cash at bank and in hand		36,395	31,650
<b>Total Current Assets</b>		<u>37,555</u>	<u>35,730</u>
<b>Liabilities</b>			
Creditors: amounts falling due within on year	8	(3,508)	(10,944)
<b>Net current assets</b>		34,047	24,786
<b>Net assets</b>		<u>34,047</u>	<u>24,786</u>
<b>Net movement in funds</b>		-	
<b>Funds</b>			
Unrestricted funds	9	34,047	24,786
<b>Total funds</b>		<u>34,047</u>	<u>24,786</u>

The trustees consider that the Charity is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ('the Act') and the members have not required the Charity to obtain an audit for the year in question in accordance with section 476 of the Act.

The trustees are responsible for ensuring that the Charity keeps accounting records which comply with section 386 of the Act and for preparing accounts which give a true and fair view of the state of affairs of the Charity as at the end of the financial year and of its income and expenditure for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the Charity.

The financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and in accordance with the provisions of FRS 102 Section 1A – small entities.

The financial statements were approved by the Trustees on 15 September 2022 and signed on their behalf by:

 15/9/22

Dr D Baty  
Trustee

The notes on pages 9 to 11 form part of these financial statements.

## Notes to the Financial Statements for the year ended 31st December 2021

### 1 Accounting policies

#### 1.1 General Information

The Association of Clinical Scientists ('the Charity') is a company limited by guarantee and is incorporated in Great Britain. The registered office and principal place of the Charity is 130-132 Tooley Street, London, SE1 2TU. The registered company number is 02454426 and its registered charity number is 1040366.

#### 1.2 Basis of preparation of the financial statements

The financial statements have been prepared under the historical cost convention basis. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and the Republic of Ireland (FRS 102) (effective 1 January 2015) (Charities SORP FRS 102), Section 1A of Financial Reporting Standard 102, 'The Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland ('FRS 102'), the Charities Act 2011 and the Companies Act 2006.

The Association of Clinical Scientists meets the definition of a public benefit entity under FRS 102.

The Trustees have chosen to early adopt the Update Bulletin 1 issued by the Charities Commission on 2nd February 2016 which exempts the charity from the need to prepare a Statement of Cash Flows.

#### 1.3 Company Status

The Charity is a company limited by guarantee. The members of the Charity are the Trustees named on page 1. In the event of the Charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the Charity.

#### 1.4 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

#### 1.5 Income

All income is included in the Statement of financial activities when the Charity has entitlement to the funds, certainty of receipt and the amount can be measured with sufficient reliability.

#### 1.6 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefits to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity.

#### 1.7 Assessment of going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. In making this decision, the Trustees have taken consideration of the ongoing risks and uncertainties arising from the COVID-19 pandemic. For this reason, the continue to adopt the going concern basis in preparing the accounts.

#### 1.8 Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

## Notes to the Financial Statements for the year ended 31st December 2021 (Continued)

### 1.9 Financial instruments

The Charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

### 2 Income from charitable activities

	<b>Total Funds 2021 £</b>	<b>Total Funds 2020 £</b>
Subscriptions	<b>12,845</b>	12,230
Assessment Fees	<b>15,815</b>	20,284
	<b><u>28,660</u></b>	<u>32,514</u>

### 3 Income from investments

	<b>Total Funds 2021 £</b>	<b>Total Funds 2020 £</b>
Investment Income	<b><u>1</u></b>	<u>159</u>

### 4 Analysis of charitable activities

	<b>Total Funds 2021 £</b>	<b>Total Funds 2020 £</b>
Accountancy	<b>3,040</b>	3,240
Office expenses	<b>16,360</b>	30,167
Travel expenses	-	3,478
Website costs	-	54
Committee meeting expenses	-	6
	<b><u>19,400</u></b>	<u>36,945</u>

### 5 Trustees' remuneration

No trustee received any remuneration or benefits in kind in respect of their services during the year (2020: £nil). During the year, no trustee received reimbursement of travel expenses (2020: £nil).

### 6 Employees

The average number of employees, including the Trustees during the year was 15 (2020: 15)

**Notes to the Financial Statements for the year ended 31st December 2021 (Continued)**

**7 Debtors**

	<b>2021</b>	2020
	£	£
Accrued Income	<b>1,160</b>	4,080
	<u><b>1,160</b></u>	<u>4,080</u>

**8 Creditors**

	<b>2021</b>	2020
	£	£
Trade creditors	<b>442</b>	6,426
Other creditors	<b>6</b>	1,278
Accruals	<b>3,060</b>	3,240
	<u><b>3,508</b></u>	<u>10,944</u>

**9 Statement of funds**

	<b>Brought Forward</b>	<b>Income</b>	<b>Expenditure</b>	<b>Carried Forward</b>
	£	£	£	£
<b>Unrestricted funds</b>				
General funds	24,786	28,661	(19,400)	<b>34,047</b>

**10 Related party transactions**

During the year, the Association for Clinical Biochemistry and Laboratory Medicine ('ACB'), a company of which Prof N R Anderson is a director, provided services to the Charity with a value of £16,354 (2020: £30,208). At the balance sheet date, the amount owed to ACB by the Charity was £442 (2020: £7,704).

**THE ASSOCIATION OF CLINICAL SCIENTISTS**

England & Wales - Charity number 1040366

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# Accounts

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# **The Association of Clinical Scientists**

**(A company limited by guarantee)**

## **Report and financial statements**

For the year ended 31 December 2020

Registered number: 02454426

## **Contents**

	Page
Reference and administrative details	1
Trustees' report	2 - 5
Independent examiner's report	6
Statement of financial activities	7
Statement of financial position	8
Cash flow statement	9
Notes to the financial statements	10 - 13

## Reference and administrative details

For the year ended 31 December 2020

<b>Trustees</b>	Prof N R Anderson Mr R M Anderson (appointed 22 April 2021) Dr S S Armstrong-Fisher Dr D Baty Dr F G Boa L A Chandra Dr J Cowe Mr J Kasraie Prof R A Lerski Dr R S Sadler Mr A Sellors (appointed 22 April 2021) Dr O J Shaw Dr K E Templeton Mr M Thomas Dr J Vaarkamp
<b>Company registered number</b>	02454426
<b>Charity registered number</b>	1040366
<b>Registered office</b>	130-132 Tooley Street London SE1 2TU
<b>Company secretary</b>	Dr F G Boa
<b>Chairman</b>	Prof R A Lerski
<b>Accountants</b>	Buzzacott LLP 130 Wood Street London EC2V 6DL
<b>Bankers</b>	HSBC Bank Plc 130 New Street Birmingham B2 4JU

## **Trustees' report**

For the year ended 31 December 2020

The Trustees present their annual report together with the financial statements of The Association of Clinical Scientists ('the Charity') for the year ended 31 December 2020.

Since the Charity qualifies as small under section 383, the strategic report required of medium and large companies under The Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 is not required.

### **Structure, governance and management**

#### **Constitution**

The Charity is registered as a company limited by guarantee and does not have share capital. All Trustees are members of the Charity and guarantee to contribute £1 in the event of a winding up.

The Charity is constituted under a Memorandum of Association dated 20 December 1989 and the registered charity number is 1040366.

#### **Method of appointment or election of trustees**

Trustees are appointed or reappointed at the Annual General Meeting in accordance with the Articles of Association.

The Trustees who served during the year were:

Prof N R Anderson  
Dr S S Armstrong-Fisher  
Dr D Baty  
Dr F G Boa  
L A Chandra  
Dr J Cowe  
Mr J Kasraie  
Ms S Lear (resigned 22 April 2021)  
Prof R A Lerski  
Dr R S Sadler  
Dr O J Shaw  
Dr D Stirling (resigned 22 April 2021)  
Dr K E Templeton  
Dr M Thomas  
Dr J Vaarkamp

#### **Key management personnel remuneration**

The Trustees consider the Board of Trustees as comprising the key management personnel of the Charity in charge of directing and controlling the Charity and running and operating the Charity on a day-to-day basis. No Trustees received any remuneration (2019: £nil) nor any benefit in kind (2019: £nil) during the year. No Trustee (2019: Three Trustees) received reimbursement of travel expenses totalling £Nil (2019: £1,742) during the year.

## Trustees' report (continued)

For the year ended 31 December 2020

### Policies and objectives

The Association of Clinical Scientists ('ACS') is an organisation representing the clinical science professions of the UK. Individuals can apply to the ACS for assessment for the Certificate of Attainment, which allows successful candidates to register with the Health and Care Professions Council. Its Board consists of representatives nominated by the clinical science professions who set down the standards required for achievement of the Certificate of Attainment and thus for registration. ACS is therefore responsible for maintaining and monitoring standards in each of the member professions. ACS is intended purely to assess applicants against set standards of performance and breadth of competencies.

### Achievements and performance

#### Review of activities

There are 11 (2019: 11) member organisations representing 13 (2019: 13) clinical science professions that pay an annual subscription to ACS to subsidise fees for applicants from their membership.

During the year, 66 (2019: 90) applications were received and 62 (2019: 97) assessments were carried out resulting in 48 (2019: 70) successes in obtaining the Certificate of Attainment, with 9 (2019: 13) failing, a further 4 (2019: 14) rejected as unacceptable portfolios and 1 (2019: 0) candidate withdrew their application prior to completion of assessment. Since its inception in 2002, ACS has received 3,529 applications with 2,953 successes, 297 failing at interview, 206 rejected for inadequate portfolio, 10 rejected for non-compliance of initial application requirements and 19 individuals withdrawing application prior to completion of assessment (the remainder are still in progress).

### Investment policy and performance

Any surplus funds are held in short term deposits to help generate the income levels for future years.

### Financial review

#### Results for the year

The attached financial statements show the current state of the Charity which the Trustees consider to be sound. The net outgoing expenditure for the year were £4,272 (2019: £3,507(incoming resource)).

### Principal risks and uncertainties

The Trustees have reviewed all major risks to which the Charity is exposed and established systems to mitigate them.

### Reserves Policy

The Trustees consider the ideal level of reserves as at 31 December 2020 would be adequate to cover six months of operations. At the year end, free unrestricted reserves stood at £24,786 (2019: £29,058). Based on 2020 expenditure, this would cover operational expenditure for up to six months and given the reducing activity over the years, this is considered to be sufficient. The Trustees intend to keep the reserves policy under review. There is also increasing use of video facilities for meeting and vivas which reduces costs.

## Trustees' report (continued)

For the year ended 31 December 2020

### Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. In making this decision, the Trustees have taken into consideration the risks and uncertainties arising from the COVID-19 pandemic. For this reason they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

### Public benefit

The Trustees have given due consideration to Charity Commission published guidance on the public benefit requirement. The Charity constitutes a public benefit entity as defined by FRS 102.

### Future developments

There are no plans to change the strategies employed to carry out the objective of the Charity. We are receiving applications electronically and conducting many assessments via videoconferencing going forward.

### Trustees' responsibilities statement

The Trustees (who are also directors of The Association of Clinical Scientists for the purposes of company law) are responsible for preparing the Trustees' Report (incorporating the directors' report) and the financial statements in accordance with 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).

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 Charity and of the income and expenditure 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;
- state whether applicable UK 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 maintaining proper accounting records which 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 Companies Act 2006. They are also responsible for safeguarding the assets of the trust and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

## Trustees' report (continued)

For the year ended 31 December 2020

### Small companies exemptions

In preparing this report, the Trustees have taken advantage of the small companies exemptions provided by section 415A of the Companies Act 2006.

This report was approved by the Trustees on 13/10/2021 and signed on their behalf by:

*David V Baty*

**Dr D Baty**

Trustee

## Independent examiner's report

For the year ended 31 December 2020

### Independent examiner's report to the Trustees of The Association of Clinical Scientists ('the Charity')

I report to the Trustees on my examination of the financial statements of the Charity for the year ended 31 December 2020.

#### Responsibilities of basis of report

As the Trustees of the Charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the financial statements of the Charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the Charity's financial statements as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with my examination giving me cause to believe:

- accounting records were not kept in respect of the Charity as required by section 386 of the 2006 Act; or
- the financial statements do not accord with those records; or
- the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the financial statements give a 'true and fair view' which is not a matter considered as part of an independent examination; or
- the financial statements have not been prepared in accordance with the methods and principles of "Accounting and Reporting by Charities: the 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 2015)."

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Mark Worsey FCA

For and on behalf of

**Buzzacott LLP**

Chartered Accountants

130 Wood Street

London

EC2V 6DL

Date: 13 October 2021

## Statement of financial activities

For the year ended 31 December 2020

	Note	Unrestricted Funds 2020 £	Total Funds 2020 £	Total Unrestricted Funds 2019 £
<b>Income</b>				
Charitable activities	3	32,514	32,514	35,740
Investment income	4	159	159	20
<b>Total income</b>		<b>32,673</b>	<b>32,673</b>	<b>35,760</b>
<b>Expenditure</b>				
Charitable activities		36,945	36,945	32,253
<b>Total expenditure</b>	5	<b>36,945</b>	<b>36,945</b>	<b>32,253</b>
<b>Net income before other recognised gain and losses</b>		<b>(4,272)</b>	<b>(4,272)</b>	<b>3,507</b>
<b>Net movement in funds</b>		<b>(4,272)</b>	<b>(4,272)</b>	<b>3,507</b>
<b>Reconciliation of funds:</b>				
Total funds brought forward		29,058	29,058	25,551
<b>Total funds carried forward</b>		<b>24,786</b>	<b>24,786</b>	<b>29,058</b>

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

All the Charity's activities derived from continuing operations during the above two financial periods.

The notes on page 10 to 13 form part of these financial statements.

## Statement of financial position

For the year ended 31 December 2020

	Note	£	2020 £	2019 £
<b>Current assets</b>				
Debtors	8	4,080	1,140	
Cash at bank and in hand		<u>31,650</u>	<u>38,646</u>	
<b>Total current assets</b>		<b>35,730</b>	<b>39,786</b>	
<b>Liabilities</b>				
<b>Creditors:</b> amounts falling due within one year	9	<u>(10,944)</u>	<u>(10,728)</u>	
<b>Net current assets</b>			<u>24,786</u>	<u>29,058</u>
<b>Net assets</b>			<u>24,786</u>	<u>29,058</u>
<b>The funds of the Charity</b>				
Unrestricted funds	10		<u>24,786</u>	<u>29,058</u>
<b>Total Charity funds</b>			<u>24,786</u>	<u>29,058</u>

The Trustees consider that the Charity is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ("the Act") and members have not required the Charity to obtain an audit for the year in question in accordance with section 476 of the Act.

The Trustees are responsible for ensuring that the Charity keeps accounting records which comply with section 386 of the Act and for preparing accounts which give a true and fair view of the state of affairs of the Charity as at the end of the financial year and of its income and expenditure for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the Charity.

The financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and in accordance with the provisions of FRS 102 Section 1A - small entities.

The financial statements were approved by the Trustees on 13/10/2021 and signed on their behalf by:

*David V Baty*

.....

**Dr D Baty**

Trustee

The notes on pages 10 to 13 form part of these financial statements.

## Cash flow statement

For the year ended 31 December 2020

	Notes	2020 £	2019 £
<b>Cash flows from operating activities</b>			
Net cash (used in)/ generated from operating activities	11	(7,155)	8,604
<b>Cash flows from investing activities:</b>			
Investment income		159	20
<b>Net cash provided by investing activities</b>		159	20
<b>Change in cash and cash equivalent in the year</b>		(6,996)	8,624
Cash and cash equivalents brought forward		38,646	30,022
<b>Cash and cash equivalents carried forward</b>	12	31,650	38,646

## Notes to the financial statements

For the year ended 31 December 2020

### 1. General information

The Association of Clinical Scientists ('the Charity') is a company limited by guarantee and is incorporated in Great Britain. The registered office and the principal place of the Charity is 130 -132 Tooley Street, London, SE1 2TU. The registered number is 02454426 and its registered charity number is 1040366.

### 2. Accounting policies

#### 2.1 Basis of preparation of financial statements

The financial statements have been prepared under the historical cost convention basis. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (effective 1 January 2015) (Charities SORP FRS 102), Section 1A of Financial Reporting Standard 102, 'The Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland' ('FRS 102'), the Charities Act 2011 and the Companies Act 2006.

The Association of Clinical Scientists constitutes a public benefit entity as defined by FRS 102.

The financial statements are presented in sterling and rounded to the nearest pound.

#### 2.2 Company status

The Charity is a company limited by guarantee. The members of the Charity are the Trustees named on page 1. In the event of the Charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the Charity.

#### 2.3 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

#### 2.4 Income

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

#### 2.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity.

## Notes to the financial statements

For the year ended 31 December 2020

### 2.6 Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. In making this decision, the Trustees have taken into consideration the ongoing risks and uncertainties arising from the COVID-19 pandemic. For this reason, they continue to adopt the going concern basis in preparing the financial statements.

### 2.7 Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

### 2.8 Financial instruments

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

## 3. Income from charitable activities

	<b>Unrestricted funds 2020 £</b>	<b>Total funds 2020 £</b>	Total unrestricted funds 2020 £
Subscriptions	12,230	12,230	12,230
Assessment fees	20,284	20,284	20,284
	<u>32,514</u>	<u>32,514</u>	<u>32,514</u>

## 4. Income from investments

	<b>Unrestricted funds 2020 £</b>	<b>Total funds 2020 £</b>	Total unrestricted funds 2019 £
Investment income	159	159	20
	<u>159</u>	<u>159</u>	<u>20</u>

## Notes to the financial statements

For the year ended 31 December 2020

### 5. Analysis of charitable activities

	Unrestricted funds 2020 £	Total funds 2020 £	Total unrestricted funds 2019 £
<b>Support cost</b>			
Accountancy	3,240	3,240	2,148
Office expenses	30,167	30,167	19,137
Travel expenses	3,478	3,478	10,644
Website costs	54	54	246
Committee meeting expenses	6	6	78
	<b>36,945</b>	<b>36,945</b>	<b>32,253</b>

### 6. Trustees' remuneration

No Trustee received any remuneration or benefits in kind in respect of their services during the year (2019: £nil). During the year, no Trustee received reimbursement of travel expenses (2019: £1,742 – three Trustees).

### 7. Employees

The average monthly number of employees, including Trustees during the year was 15 (2019: 10).

### 8. Debtors

	2020 £	2019 £
Accrued income	4,080	1,140
	<b>4,080</b>	<b>1,140</b>

### 9. Creditors: amounts falling due within one year

	2020 £	2019 £
Trade creditors	6,426	2,750
Other creditors	1,278	300
Accruals	3,240	7,678
	<b>10,944</b>	<b>4,471</b>

## Notes to the financial statements

For the year ended 31 December 2020

### 10. Statement of funds

	Brought Forward	Income	Expenditure	Carried Forward
	£	£	£	£
<b>Unrestricted funds</b>				
General funds	29,058	32,673	(36,945)	<b>24,786</b>

### 11. Reconciliation of net movements in funds to net cash flow from operating activities

	2020 £	2019 £
Net (loss)/income for the year (as per Statement of financial activities)	<b>(4,272)</b>	3,507
<b>Adjustment for:</b>		
Investment income	<b>(159)</b>	(20)
Increase in debtors	<b>(2,940)</b>	(1,140)
Increase in creditors	<b>216</b>	6,257
<b>Net cash (used in)/generated from operating activities</b>	<b><u>(7,155)</u></b>	<b><u>7,220</u></b>

### 12. Analysis of cash and cash equivalents

	2020 £	2019 £
Cash at bank and in hand	<b><u>31,650</u></b>	<b><u>38,646</u></b>

### 13. Related party transactions

During the year, The Association for Clinical Biochemistry and Laboratory Medicine ('ACB'), a company of which Prof N R Anderson is a director, provided services to the Charity with a value of £30,208 (2019 : £23,500). At the balance sheet date, the amount owed to ACB by the Charity was £7,704 (2019: £7,780).