

REGISTERED COMPANY NUMBER: 03191955 (England and Wales)
REGISTERED CHARITY NUMBER: 1057831

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024
FOR
BRITISH ASSOCIATION OF HAND THERAPISTS
LIMITED**

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**BRITISH ASSOCIATION OF HAND THERAPISTS
LIMITED**

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FOR THE YEAR ENDED 31 MARCH 2024**

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**BRITISH ASSOCIATION OF HAND THERAPISTS
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**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2024**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2024. The trustees have adopted the provisions 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 Republic of Ireland (FRS 102) (effective 1 January 2019).

The Board presents the Report of the Trustees and financial statements of the British Association of Hand Therapists Limited (BAHT) for the year ending 31st March 2024 in accordance with the Charities Act 2011. The statements appear in the format required by 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 (FRS102) and comply with the Companies Act 2006. The governing document is the Articles of Association of the Company and members of the Board of Trustees are Directors of the company.

STRUCTURE GOVERNANCE AND MANAGEMENT

Director and Trustees

The British Association of Hand Therapists was formed in February 1984 and in 1996 it became a charitable company limited by guarantee. It celebrated 40 years in 2024.

All Directors of the company are also Trustees of the charity, and there are no other directors. The number of Trustees is not subject to a maximum number but should be no less than three. Trustees serve for a term of three years and may be appointed to serve for a further term of two years. Appointment is by election at the Annual General Meeting, which takes place at the annual conference of the Association. All Trustees are members of BAHT and all BAHT full members are eligible to join the board by invitation, self-referral or nomination. The Chair and officers are appointed by the Trustees from among their number. The Board convenes a minimum of six times each year. The board reserves the power to appoint additional directors as it considers fit to do so over the year. During the term of this report the Board had three co-opted members to assist them in their responsibilities.

All Trustees are unpaid volunteers, and may claim reasonable out of pocket expenses only. Trustees give freely of their time to ensure the smooth running of the association. The Board of Trustees is responsible for the governance of BAHT and set the Strategic Direction for the Charity. Trustees are expected to declare any potential conflict of interest, financial or otherwise at any Board meeting and may be required to withdraw from relevant proceedings. This has not occurred during the year.

The board has established three Subcommittees who advise and support the committee, the Education Subcommittee (ESC), the Clinical Evidence Committee (CEC) and the Journal Editorial Board. Each Subcommittee has a Trustee/Director assigned to them who report directly to Board meetings. The Subcommittees' minutes are sent to the board and the board meets with each Subcommittee at least annually. Members are elected to the Subcommittees ESC and CEC at the annual general meeting of the association and have relevant skills in education, and research. The sub committees have their own aims and objectives which link directly with BAHT's Strategic Plan. We are grateful to them for all the hard work that they put into the association.

On appointment each Trustee signs a declaration including a disclosure statement they also sign a HMRC 'Fit and Proper Persons' form. They are given a Trustee Handbook that includes the Articles of Association, policies and procedures. It also contains the roles and responsibilities of the Directors and a copy of Charity Commission leaflet CC3. Each Trustee role has a job description clearly outlining responsibilities.

New Trustees are introduced to the workings of the Board on their first meeting and given a period of time to settle into the workings of the Board prior to taking on responsibilities as Directors. Trustees are co-opted as Directors for up to a year prior to being voted onto the board in order that they can understand the workings of the Board and feel comfortable taking on responsibilities.

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The board has taken out indemnity insurance via Marsh Commercial Insurance which covers Trustees.

Management and Staffing

The Board appoints a Chair, Vice Chair, Director of Administration and Membership and Director of Finance from within the Board of Trustees. The Board has produced a three-year strategic plan, which directs the activities of the association and the Board. The strategic plan includes the following sections: financial, committees, staffing, membership, education, conference, research, journal, professional links, regional groups and lastly communication and media.

The Education subcommittee and Clinical Evidence Committee elect their own Chair who is responsible for directing their activities. Their activities are also directed by the strategic plan and they are answerable to the Board of Trustees.

The Board have appointed the dt group, chartered accountants, to administer BAHT'S day-to-day accounts. This ensures transparency on all account bookkeeping. Their work is monitored and scrutinised by the Director of Finance.

The association funds are controlled and monitored to ensure that capital is maintained. The association has an agreed annual budget. Expenditure is monitored closely to ensure value for money and the Director of Finance makes a report at every Trustees meeting. Funds are reviewed annually with the bank.

In order to ensure security of funds, protocols and procedures are in place to ensure accountability of funds and the Director of Finance monitors these. The year-end financial statements are subjected to an annual independent examination.

The Board also employs an administrative assistant to deal with membership enquiries, the membership database and assist the directors as required. The administrative assistant also assists the ESC with its administration. The administrative assistant works from home and Health and Safety checks have been made on the work place. There is a clear reporting mechanism and an appraisal system in place.

Membership of BAHT

Full members of BAHT are either physiotherapists or occupational therapists who are Health and Care Professionals Council (HCPC) registered. They have full voting rights.

Full members are entitled to discounted course rates, will have access to the quarterly Hand Therapy Journal (which will be electronic only after 2025) and can access the application process to become an Accredited Hand Therapist. They can also apply for bursaries and research grants after a specified period of continuous membership according to the type of grant being applied for. Full members are also automatically affiliated to the European Federation of Societies and International Federations of Societies for Hand Therapy.

New members can join at any point during the membership year (1st February to 31st January); they receive electronic access to previous issues of the journal as well as the voting rights/entitlements relevant to their membership level. Members joining more than halfway through the membership year will be reimbursed 50% of renewal fees when they then renew membership the following February. As above, new full members will not be able to apply for bursaries or research grants until after a specified period of continuous membership.

As of 31st March 2024, the membership numbers were as follows: 238 physiotherapists (2023- 281) and 373 occupational therapists (2023- 442). Total 611 active members (2023 - 723).

Overseas members of BAHT are therapists living outside the United Kingdom. They have no voting rights but they receive an electronic copy of the journal and are entitled to discounted course rates. On 31st March 2024 there were 29 overseas members (2023 - 27).

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Associate members have no voting rights; they receive an electronic copy of the journal and are entitled to discounted course rates. On 31st March 2024 there were 5 associate members (2023 - 10).

In the future, BAHT is planning to create a student membership category. As above, student members will have no voting rights; they will receive an electronic copy of the journal and will be entitled to discounted course rates.

All members will have access to the 'members only' sections of the BAHT website which contain professional resources. All members will be able to use the hand therapy forum for networking and information sharing, be able to access any regional group meetings, receive regular communication from BAHT via the ebulletin, record their hand therapy specific CPD, provide their professional contact details for the 'find a hand therapist' section (available to members of the public) and get discounts on hand therapy job advertisements via the ebulletin.

OBJECTIVES AND ACTIVITIES

Objectives and aims

BAHT's charitable objectives are to:

Advance and promote the study and general knowledge of the treatment of the hand; and
publicise and promote understanding and information in order to ensure high standards of care and research in this field.

To achieve these objectives the charity aims to:

Offer educational opportunities to members to improve their knowledge of the treatment of the hand. This includes maintaining a structured system or programme of study enabling members to achieve the title Accredited Hand Therapist BAHT, publishing a peer reviewed quarterly journal, offering educational bursaries to members and an annual conference.

The association offers research bursaries, publishes research papers in a peer reviewed quarterly journal and encourages members to present free papers and posters at the annual conference.

The strategic plan was developed in 2003 to address these needs in a structured way. It was thoroughly reviewed by the Board of Directors during early 2018, taking account of experiences over the last three years. The most recent plan was raised at the AGM on 21st November 2022 disseminating the future ambitions of the charity. This can be viewed on the association website: www.hand-therapy.co.uk. The strategic plan for 2024-2029 is currently being reviewed and is in draft stage currently.

Sustaining Viability

The board has ensured that new members have been voted on to the committee. It continues to try to ensure that there is a range of experience, interests and knowledge amongst the directors. All subcommittees have had new suitably qualified members and reviewed their objectives.

All new committee members are co-opted and given induction information and time to establish themselves on the committee. It is essential for us to support members on the committee and their work is much appreciated.

The capability of the association has been maintained by the financial investments and the investment of time by committee members. The capital investment on behalf of BAHT should not fall by greater than 10% year on year. The main incomes for the association are from interests and dividends from the association's portfolio, membership subscriptions and educational events.

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**REPORT OF THE TRUSTEES
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OBJECTIVES AND ACTIVITIES

Public benefit

The Trustees have referred to the Charity Commission's general guidance on public benefit when renewing the aims and objectives, and in planning future activities. In particular, the Trustees consider how planned activities will contribute to the aims and objectives set.

Education

The ESC has continued to promote and assist UK hand therapists to develop their knowledge and skills in the field of hand therapy and/or become Accredited Hand Therapists (AHT) through the development of different routes and validation and support of development of courses. The ESC has 11 members; Debbie Miles is the chair.

There are now two University accredited pathways dual validated to gaining BAHT points towards validation as an AHT, at the Universities of Derby and Essex. Derby also has a stand-alone level II module and Essex a stand-alone level III module. The previously accredited level II module in injection therapy at University of Nottingham has now been discontinued by the University.

Stand-alone level I & II courses continue to run in varied formats (face to face vs hybrid vs fully virtual) to offer choice and flexibility in learning to BAHT members and the wider hand therapy community. Across 2023-24 five level I courses and four level II courses have run, with numbers of level II courses expected to increase in 2024-25.

The electronic Level I exam has continued to be successful and is now a permanent feature of the level I course process. After several years of hosting by the University of Essex, with the support of the EC, the online exam has now been migrated to a BAHT owned Moodle site funded through income gained from level I course providers.

The ESC continues to work on ways to promote the AHT (BAHT) pathway and award, plus have been reviewing how this aligns to the recently published enhanced and advanced levels of broader clinical practice. AHTs are also encouraged to gain European Certification of Hand Therapy (ECHT) and there is a BAHT bursary available to support with the cost of this process, though uptake does remain low.

Members of the ESC have continued to support the Hand Therapy Advanced Practice network, which has been supporting the development of a variety of standard and competency documents as well as providing networking and peer support opportunities for senior and advanced practice hand therapists. Information regarding this network is now found on the BAHT website.

Bursary awards

BAHT continues to offer a number of Bursaries, which are available to members. Applications for awards and bursaries are considered if it is clear to the directors that such funding will continue to:

Continue the professional development of the applicant; and
Achieve the aims and objectives of the association.

Bursaries available for the forthcoming financial year are advertised on the BAHT website and via the e-bulletin. Advertising postcards continued to be included in the delegate packs at the BAHT annual conference.

Marking criteria, closing dates for applications and the type of bursary are evaluated in order to assure member needs are met along with consistency and objectivity of marking. All applications are considered blind (i.e. there is no knowledge of the identity of the applicant).

The BAHT committees continue to market bursary availability to members via the journal, website, e-bulletin, information at conference, BAHT regional meetings and at BAHT-validated courses; this work continues in order to meet the Charity's objectives.. The Bursary Director maintains a record of all Bursaries allocated.

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OBJECTIVES AND ACTIVITIES

During 2023-2024 BAHT awarded 9 bursaries in total, totalling £3,005

This list included:

1 Other course/conference at £250

1 Level II at £500

5 conference bursaries: 2 free places at £377, one award of £250 and 2 awards of £125.

2 Level III educational bursaries at £500

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OBJECTIVES AND ACTIVITIES

Research

The Clinical Evidence Committee (CEC) now has four members. We will welcome two more members later this year. The CEC continues to meet at least 3 times yearly and collaborates with the Executive Committee. Most of the CEC communication and work are conducted via email.

The CEC has an honorary BSSH member, currently Catherine Rolls. The goal is to enhance joint research efforts between our organisations. As a committee, we are committed to ensuring that any opportunities arising from this are open to all members through an Expression of Interest (EOI) process.

Research initiatives

The CEC aims to increase research interest and activity among BAHT members and is working on initiatives to:

- Increase the number of applications for the BAHT research grant.
- Increase the number of free paper and poster submissions for the annual conference.
- Support therapists in writing papers for publication.
- Support students wishing to survey BAHT membership as part of their research projects.
- Encourage greater interest in hand therapy research.

The CEC promotes both the quantity and quality of hand therapy research activity by organising research workshops at BAHT conferences. Social media and regular BAHT e-bulletins have been used to share information about research training and to invite participation. We continue to update the research resources section of the new BAHT website and review the content to ensure it is accurate and fit for purpose.

More hand therapy relevant resources such as NICE guidelines, Centre for Evidence-Based Hand Surgery (Nottingham), online tools to support critical appraisal of evidence (CASP), general guidance on research methods, and outcome measures for therapy and research are under consideration. CEC promotes engagement in research activity.

On behalf of BAHT, CEC has supported calls from other organisations for hand therapists to contribute to their research/guideline development. We continue to use a policy for open applications to be advertised to all BAHT members via the e-bulletin and social media, ensuring the membership is aware of opportunities to be research-active.

Research Surveys

CEC continues to use a common pathway for all individuals wishing to distribute a survey or conduct research through BAHT. This pathway involves a proforma for applicants to fill in to improve the quality of applications, and an assessment tool to review applications to survey the BAHT membership. These tools were introduced to improve the quality of surveys and enable a fair and consistent peer review process. Surveys are peer-reviewed and distributed via BAHT social media channels (website, e-bulletins, regional group mailing list, and X).

Promotion of Open Access Articles

CEC has been promoting the journal by working with SAGE to manage the process of one-month open access to selected articles; articles are chosen to promote different aspects of the journal's collection. CEC liaises with the BAHT website, e-bulletin, and social media to promote the article each month. We have a dedicated section Free to read in Hand Therapy this month in the e-bulletin to promote articles.

In 2023, we published a report on this initiative in the Dutch Journal of Hand Therapy.

Research Grant

BAHT continues to offer £20,000 annually to fund one large or multiple smaller-scale research projects, including audits and service evaluations. The application deadline is February 1st annually.

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OBJECTIVES AND ACTIVITIES

Peer Review Process

CEC peer review pool has several reviewers. Two processes currently require peer review: the annual research grant and the awards for conference abstracts. The peer reviewers of research grant, all experienced hand therapy or physiotherapy researchers, review the applications anonymously using a standardised marking form to ensure consistency, provide appropriate feedback, and ensure a fair system of awarding the grant money. None of the peer reviewers are involved in any of the applications submitted or worked in the same department as any of the applicants.

Funding is offered to the highest-scoring project in the peer review process. Funding is offered to those projects scoring above a specified threshold, in order of their ranking in the peer review process. The CEC has an internal anonymous review process for conference abstracts and uses standard scoring forms and discussions to finalise the poster and paper presentations. We invite external reviewers and BAHT members to select the best poster and paper awards presented during the conference.

Research Grant Recipient 2024

Ian Shelton, an OT from Royal Derby Hospital was awarded the research grant for the project titled: "The impact of participation in FIRST on clinical practice and research capability (i-FIRST)".

BAHT Journal

'Hand Therapy' is the official Journal of the British Association of Hand Therapists and is dedicated to the publication of review articles, research articles, audits and case reports covering all aspects of hand rehabilitation and its related fields. Hand Therapy has been available to members in print and online versions and from January 2025 will move to an online-only publication format. It remains the official journal of the European Federation of Societies for Hand Therapy (EFSHT) and is published quarterly. Journal content is peer-reviewed with the addition of EFSHT/IFSHT updates and advertising opportunities. BAHT are financially independent in funding the publication of the journal.

The contract between BAHT and Sage publishers runs from Jan 2020 for a 5 year period until the end of 2024, and we will be extending this contract from 2025 to 2029 with Sage.

All BAHT members currently receive a quarterly print journal and access to the online version, which includes the back catalogue of previously printed editions. The online journal is available through the membership area of the BAHT website (direct link) or through Sage Publishers website. Members can currently choose to 'opt out' of receiving print copies of the journal and receive online only access. From 2025 the online journal will be available to all members and this includes access to a back catalogue of the journal to volume 1.

Hand Therapy' costs in the region of £40,000 per annum to produce and distribute. The cost per BAHT member is approximately £56 which is subsidised by BAHT as part of membership benefits.

Dr. Tara Packham is the editor-in-chief of Hand Therapy and a stipend has been agreed between BAHT and her employer to protect the time spent on journal activity. Fiona Sandford is the assistant editor and supports the editor in putting the journal together. A new Editorial Board has been formed combining the Editorial Committee and International Editorial Advisors. Some long-standing members have retired and following an expression of interest call and selection process 2 new members were appointed. The finances and governance are overseen by a Committee of Management Board composed of BAHT Executive Committee members, the Editor-in Chief and 3 members of the Editorial Board who are also BAHT members.

Application for PubMed Central indexing was successful. We are proud of this achievement.

The BAHT executive committee, clinical evidence committee and editorial board continue to promote 'Hand Therapy' through social media; Instagram, X and Facebook. The CEC are able to select a current or previously published journal article and arrange open access for a time limited period in order to publicise the journal, increase downloads and potential citations.

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OBJECTIVES AND ACTIVITIES

BAHT Website

BAHT continues to communicate with members and the wider hand therapy community via the website.

The website is considered to be of huge benefit for both BAHT members and other hand therapists from the UK and abroad seeking information about our association for educational purposes, as well as members of the public looking for advice and information about hand conditions and hand therapists.

The website is due for re-development. The proposed changes include:

1. Payment for membership fees via the website
2. Introduction of an Equity and Diversity page
3. A central database for all UK hand units
4. Introduction of a Global Partnership committee page
5. Review of the existing website pages and links

BAHT E-bulletin

The first e-bulletin was sent out to members in March 2010. BAHT has committed to deliver the bulletin monthly from 2019. We currently have an opening rate for the bulletin between 50-70%. The e-bulletin is delivered via the Mailchimp platform.

The e-bulletin has given the BAHT committees an effective way to communicate on a more regular basis with members; we are able to monitor how many members open and click through their bulletin enabling us to improve the content. It has also given us the facility to link members to specific areas of the website.

We are also able to use it to issue extra special bulletins, for example, reminders to members regarding conferences, bursary availability, courses and other more specific advertisements eg. University courses. Advertisers are also able to purchase special e-bulletins in order to promote their products and job vacancies.

The Clinical Evidence Committee also have a section in each monthly bulletin where current research is reported as well as calls for people to get involved in specific studies and the 'free to read' Hand Therapy article is advertised.

Professional Links

BAHT has worked closely with the European Federation of Societies for Hand Therapy (EFSHT) to develop a profile for a European Certified Hand Therapy Award (ECHT) and has allocated a specific bursary award to encourage members to apply.

The EFSHT council meeting was held online June 2022, and a representative from the Executive Committee attended.

The quarterly journal of BAHT is also the official journal of EFSHT, which EFSHT has kindly supported with donations in previous financial years.

BAHT have continued the close relationship with British Society for Surgery of the Hand (BSSH) including maintaining a hand surgeon as honorary president of the association.

BSSH continue to generously fund two BAHT members to attend the BSSH Instructional Courses in Manchester which run twice yearly. Members have successfully applied for and attended the Instructional Course. BSSH also fund an International Conference bursary.

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OBJECTIVES AND ACTIVITIES

The regular page within the journal for the International Federation of Societies for Hand Therapy (IFSHT) has continued through this financial year. IFSHT now has 55 full member countries and BAHT continues to maintain close links, including voting on membership. BAHT worked closely with IFSHT and BSSH in the planning of the international congress which was held in London in 2 June 2022 and was a great success and a source of income for BAHT.

The Chartered Society of Physiotherapists (CSP) had previously recognised BAHT as a Professional Network member of CSP. However following a review this year and ongoing discussions with the CSP we are no longer recognised as a Professional Network. As an association we do not meet the CSP criteria for percentage number of physiotherapists within our membership, and though suggested by the CSP as a way around this, we felt splitting our members and forming a physiotherapist only subcommittee would go against our aim to work as an integrated organisation with both occupational therapists and physiotherapists. As such we have come to an understanding with the CSP for 2024 onwards, that we will mutually promote news and events however not be acknowledged as a Professional Network. Within our committee we have a Director who is CSP link and maintains our working relationship with the CSP.

The Royal College of Occupational Therapy (RCOT) is unable to acknowledge BAHT as a specialist group due to BAHT's independent financial status. However, the Executive Committee have met with senior personnel from RCOT and continue to forge new links with the association.

BAHT is also a registered stakeholder with the National Institute for Health and Clinical Excellence (NICE) and has been involved in the development of standards for rheumatoid arthritis, fractures and complex fractures.

BAHT Global Partnership Committee Trustees Report

The Global Partnership Committee (GPC) was established September 2023 and currently consists of the following people:

Chair: Meryl Glover, specialist Hand therapist, The hand therapy Practice

Co-chair: Maeve McConnell, Specialist Hand Therapist, Ulster Hospital Belfast

Secretary: Pascale Smith, Hand Therapist, Sussex, and Kent

Advertising & Marketing: Sarah Mee, Consultant Hand Therapist, Chelsea and Westminster

Finances/Fundraising: Karen Murphy, Clinical Specialist Hands, Derry

Website and committee member: Jean Cahill, Specialist Hand Therapist, Dublin

The committee is evolving and will develop over time. The Vision of the Global Partnership Committee is: To use the BAHT membership knowledge and resources to support therapists in delivering hand therapy in the developing world. The committee will be involved in finding, reviewing, coordinating, and supporting one-off, virtual, and sustainable educational hand therapy projects across the developing world.

Aims of the Committee:

Promote BAHT, BSSH and IFSSHT overseas work to ensure projects are visible and accessible to BAHT members.

Identify projects where BAHT/BSSH involvement will lead to sustainable long-term benefits.

Explore funding streams to support BAHT/BSSH overseas work.

Develop educational hand therapy resources adaptable to local needs.

Establish a register of BAHT members interested in overseas working.

Establish a register of projects/ organisations looking for BAHT members to work overseas.

We currently meet every 3 months virtually, and communicate via WhatsApp in the interim. Most of the committee members are involved with a variety of overseas projects, including Sierra Leone, Nepal, Bangladesh, Malawi and The Gambia.

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OBJECTIVES AND ACTIVITIES

Communication

The Journal, e-bulletin and social media are the principle means of communication with BAHT members.

They keep members up to date with the most recent peer reviewed scientific articles and book reviews (journal) and with the more informal news including conference and course notices (e-bulletin) as well as content from related associations such as BSSH (social media).

As needed we are also able to contact BAHT members via email, eg. we have previously done this to alert to problems with membership direct debits.

Advertising

BAHT gains revenue from advertising on the website, through e-bulletins and within the Hand Therapy Journal. The website and e-bulletin generate advertising interest for companies wishing to advertise jobs and training in particular.

The website offers BAHT a range of advertising opportunities for example the use of sponsored banners.

Our annual conference provides an excellent opportunity for companies to attend and sponsor the event generating income which helps cover the cost of the event.

FINANCIAL REVIEW

Financial position

BAHT continues to receive its principal income from membership subscriptions, portfolio dividends, educational events, and interest. Income generating activities such as courses, advertising and high-quality conferences continue to be a focus for the organisation.

Portfolio investments continue to provide an income, with income for this financial year increasing to £28,466 in comparison to £23,568 in 2022/2023.

Income has increased this year from £154,767 to £159,070. Whilst advertising and membership continues to provide an income. Membership subscriptions decreased this year generating £53,454 this year, whilst the amount totalled £91,479 in 2022/23.

Conference was held in October 2023 in Bournemouth and was a success financially for BAHT with a total expenditure of £53,569 and income of £59,339 yielding a profit of £5,770 for BAHT.

The charity's expenditure has increased this year to £177,899 compared to £149,422 in 2022/2023.

Committee members continue to work hard to decrease the gap between expenses and income to maintain sustainability of the Association. There is ongoing work to improve BAHT's financial stability, streamlining processes to decrease costs, and optimising membership in the most cost-effective way.

Investment policy

Given the current economic climate and ongoing financial instability, the committee decided to maintain a balanced portfolio with a medium risk status. This is to mitigate loss whilst maximising the opportunity for growth.

Reserves policy

The board of Trustees continues to prioritise the level of reserves to ensure BAHT remains active for many years. We continue to work hard to function within our income and minimise unnecessary expenditure wherever possible. The total amount of reserves held at 31st March 2024 is £1,309,036 compared with 31st March 2023 which was £1,235,441. No withdrawal was made from the reserves in the year 2023-2024.

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CONCLUSIONS AND PLANS FOR THE FUTURE

The strategic plan was be disseminated at the AGM in October 2022.

Ways to generate more income, as well as minimise cost from primary service providers are in constant consideration to maintain financial sustainability.

Whilst BAHT continues to offer generous bursaries and research grants, they will also be subject to constant review. BAHT continues to promote and encourage career development and research amongst its members.

BAHT will be undergoing a website upgrade in 23/24 to aid collection of membership and renewal to ensure the maximum number of members are captured.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

03191955 (England and Wales)

Registered Charity number

1057831

Registered office

65-66 Lincoln's Inn Field
London
WC2A 3LH

Trustees

Board of Trustees as at the date of this report

Leanne Topcuoglu	Chair and IFSHT Link
Linda Cornish	Vice Chair and sub-committee Link
Emma Leather	Treasurer
Laura Cooper	Vice Treasurer
Sophie Lalor	Secretary and Communications
Fiona Powell	Bursaries
Miriam Parkinson	Membership
Janey Milligan	Journal
Cate Allen	Website
Susan Dargie	Advertising
Hayley Smith	Historian and EFSHT Link

Independent Examiner

Kerry Gallagher FCA DChA
RSM Tax & Accounting Limited
Davidson House
Forbury Square
Reading
Berkshire
RG1 3EU

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REFERENCE AND ADMINISTRATIVE DETAILS

Bankers

Lloyds Plc
21 - 23 Hill Street
London
W1J 5JW

Solicitors

Farrer and Co
65-66 Lincoln's Inn Fields
London WC2A 3LH

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

16/12/24

Approved by order of the board of trustees on and signed on its behalf by:

M E C Leather

.....
M E C Leather - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
BRITISH ASSOCIATION OF HAND THERAPISTS
LIMITED**

Independent examiner's report to the trustees of British Association of Hand Therapists Limited ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2024.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company 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 your charity's accounts 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 the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company 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 accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for 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 (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 accounts to be reached.

Kerry Gallagher

Kerry Gallagher FCA DCha
The Institute of Chartered Accountants in England and Wales

RSM Tax & Accounting Limited
Davidson House
Forbury Square
Reading
Berkshire
RG1 3EU

16/12/24

Date:

**BRITISH ASSOCIATION OF HAND THERAPISTS
LIMITED**

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2024**

	Notes	2024 Unrestricted fund £	2023 Total funds £
INCOME AND ENDOWMENTS FROM			
Charitable activities			
Subscriptions		53,454	96,728
Educational Events		77,150	34,471
Investment income	2	28,466	23,568
Total		<u>159,070</u>	<u>154,767</u>
EXPENDITURE ON			
Raising funds	3	6,502	6,562
Charitable activities			
Grants & Bursary Payable	4	18,094	3,974
Executive Committee		153,087	125,805
Educational Events		117	12,932
Other		99	149
Total		<u>177,899</u>	<u>149,422</u>
Net gains/(losses) on investments		<u>92,424</u>	<u>(70,916)</u>
NET INCOME/(EXPENDITURE)		73,595	(65,571)
RECONCILIATION OF FUNDS			
Total funds brought forward		1,235,441	1,301,012
TOTAL FUNDS CARRIED FORWARD		<u><u>1,309,036</u></u>	<u><u>1,235,441</u></u>

The notes form part of these financial statements

**BRITISH ASSOCIATION OF HAND THERAPISTS
LIMITED (REGISTERED NUMBER: 03191955)**

**BALANCE SHEET
31 MARCH 2024**

	Notes	2024 Unrestricted fund £	2023 Total funds £
FIXED ASSETS			
Intangible assets	8	2,706	4,039
Tangible assets	9	186	277
Investments	10	1,253,724	1,161,833
		<hr/>	<hr/>
		1,256,616	1,166,149
CURRENT ASSETS			
Debtors	11	11,111	32,623
Cash at bank and in hand		103,755	101,555
		<hr/>	<hr/>
		114,866	134,178
CREDITORS			
Amounts falling due within one year	12	(62,446)	(64,886)
		<hr/>	<hr/>
NET CURRENT ASSETS		52,420	69,292
		<hr/>	<hr/>
TOTAL ASSETS LESS CURRENT LIABILITIES		1,309,036	1,235,441
		<hr/>	<hr/>
NET ASSETS		1,309,036	1,235,441
		<hr/>	<hr/>
FUNDS	13		
Unrestricted funds		1,309,036	1,235,441
		<hr/>	<hr/>
TOTAL FUNDS		1,309,036	1,235,441
		<hr/>	<hr/>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2024.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2024 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each 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 financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements

**BRITISH ASSOCIATION OF HAND THERAPISTS
LIMITED (REGISTERED NUMBER: 03191955)**

**BALANCE SHEET - continued
31 MARCH 2024**

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on16/12/24..... and were signed on its behalf by:

M E C Leather

.....
M E C Leather - Trustee

The notes form part of these financial statements

**BRITISH ASSOCIATION OF HAND THERAPISTS
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024**

1. ACCOUNTING POLICIES

BASIS OF PREPARING THE FINANCIAL STATEMENTS

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

CHARITY INFORMATION

The British Association of Hand Therapists Limited is a private company limited by guarantee and incorporated in England and Wales. The address of the charity's registered office and principal place of business is 65-66 Lincoln's Inn Fields, London, WC2A 3LH.

These financial statements are prepared in sterling which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £1.

INCOME

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

EXPENDITURE

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, 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 accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Grants offered subject to conditions which have not been met at the year-end date are noted as a commitment but not accrued as expenditure.

INTANGIBLE FIXED ASSETS

Intangible fixed assets are stated at cost less amortisation and any provision for impairment.

Amortisation is provided at the following annual rates in order to write off each asset over its estimated useful life:

Computer software	- 33% on reducing balance
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TANGIBLE FIXED ASSETS

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings	- 25% on reducing balance
Computer equipment	- 33% on reducing balance

TAXATION

The charity is exempt from corporation tax on its charitable activities.

**BRITISH ASSOCIATION OF HAND THERAPISTS
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2024**

1. ACCOUNTING POLICIES - continued

FUND ACCOUNTING

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

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

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

PENSION COSTS AND OTHER POST-RETIREMENT BENEFITS

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

INVESTMENTS

Investments are stated at market value at the Balance Sheet date. The Statement of Financial Activities includes the net gains and losses arising on additions and disposals throughout the year.

GOING CONCERN

The Trustees are satisfied that the forecasts provide reasonable expectation that the charity has adequate resources to continue for the foreseeable future and for a period of at least 12 months from signing the financial statements.

FINANCIAL INSTRUMENTS

The Charity's financial assets and liabilities are measured at amortised costs.

2. INVESTMENT INCOME

	2024	2023
	£	£
Other fixed asset invest - FII	27,743	23,321
Deposit account interest	723	247
	<u>28,466</u>	<u>23,568</u>

**BRITISH ASSOCIATION OF HAND THERAPISTS
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2024**

3. RAISING FUNDS

INVESTMENT MANAGEMENT COSTS

	2024	2023
	£	£
Investment management costs	6,502	6,562
	<u>6,502</u>	<u>6,562</u>

4. CHARITABLE ACTIVITIES

	2024	2023
	£	£
Wages	13,338	13,358
Telephone	759	2,816
Postage and stationery	426	846
Advertising	-	431
Assessor tutor fees	160	-
Meetings	6,613	26,045
Subscriptions and publications	117	143
Website costs	13,059	1,638
Legal and professional	35	48
Indemnity insurance	3,201	3,160
Accountancy	12,093	17,058
Penalty	99	149
Newsletter costs	45,126	42,032
Bank charges	730	1,442
Conferences	56,123	26,126
Educational events	-	1,530
Depreciation	91	75
Amortisation	1,333	1,989
Grants to individuals	18,094	3,974
	<u>171,397</u>	<u>142,860</u>

All expenditure was expenditure from unrestricted funds.

5. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2024	2023
	£	£
Independent Examiner fees	4,380	7,320
Depreciation - owned assets	91	75
Computer software amortisation	1,333	1,989
	<u>6,804</u>	<u>9,384</u>

**BRITISH ASSOCIATION OF HAND THERAPISTS
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2024**

6. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2024 nor for the year ended 31 March 2023.

TRUSTEES' EXPENSES

The trustees are entitled to reclaim reasonable out of pocket expenses. During the period 2023-2024, 4 (2023:2) trustees claimed £5,525 (2023: £1,114) as travel expenses or reimbursed expenses.

7. STAFF COSTS

The average number of persons employed by BAHT during the year was 1 (2023:1).

No employee earned over £60,000 during the period (2023: none).

The average number of employees calculated on a full time equivalent basis analysed by function was

	2024	2023
Education & Research	0.5	0.5
Executive Committee	0.5	0.5
	<u>1.0</u>	<u>1.0</u>

8. INTANGIBLE FIXED ASSETS

	Computer software £
COST	
At 1 April 2023 and 31 March 2024	<u>34,800</u>
AMORTISATION	
At 1 April 2023	30,761
Charge for year	<u>1,333</u>
At 31 March 2024	<u>32,094</u>
NET BOOK VALUE	
At 31 March 2024	<u>2,706</u>
At 31 March 2023	<u>4,039</u>

Amortisation charges are included within Executive Committee expenditure.

**BRITISH ASSOCIATION OF HAND THERAPISTS
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2024**

9. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Computer equipment £	Totals £
COST			
At 1 April 2023 and 31 March 2024	17,429	843	18,272
DEPRECIATION			
At 1 April 2023	17,429	566	17,995
Charge for year	-	91	91
At 31 March 2024	17,429	657	18,086
NET BOOK VALUE			
At 31 March 2024	-	186	186
At 31 March 2023	-	277	277

10. FIXED ASSET INVESTMENTS

	Listed investments £
MARKET VALUE	
At 1 April 2023	1,161,833
Additions	36,823
Disposals	(37,356)
Revaluations	92,424
At 31 March 2024	1,253,724
NET BOOK VALUE	
At 31 March 2024	1,253,724
At 31 March 2023	1,161,833

There were no investment assets outside the UK.

Cost or valuation at 31 March 2024 is represented by:

	Listed investments £
Valuation in 2024	170,320
Cost	1,083,404
	1,253,724

**BRITISH ASSOCIATION OF HAND THERAPISTS
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2024**

11. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024	2023
	£	£
Trade debtors	3,591	4,750
Other debtors	54	-
Prepayments and accrued income	7,466	27,873
	<u>11,111</u>	<u>32,623</u>

12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024	2023
	£	£
Trade creditors	17,927	21,816
Social security and other taxes	-	325
Other creditors	-	37
Accruals and deferred income	44,519	42,708
	<u>62,446</u>	<u>64,886</u>

DEFERRED INCOME

Deferred income comprises advance membership and journal subscriptions. The subscription runs from 1st February 2023 to 31st January 2024.

	2024	2023
	£	£
Balance at 1st April	36,558	34,808
Amount released to income	(36,558)	(34,808)
Amount deferred in year	82,616	36,558
	<u>82,616</u>	<u>36,558</u>

13. MOVEMENT IN FUNDS

	At 1.4.23	Net movement in funds	At 31.3.24
	£	£	£
Unrestricted funds			
General fund	1,235,441	73,595	1,309,036
	<u>1,235,441</u>	<u>73,595</u>	<u>1,309,036</u>
TOTAL FUNDS	<u>1,235,441</u>	<u>73,595</u>	<u>1,309,036</u>

**BRITISH ASSOCIATION OF HAND THERAPISTS
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2024**

13. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	159,070	(177,899)	92,424	73,595
TOTAL FUNDS	<u>159,070</u>	<u>(177,899)</u>	<u>92,424</u>	<u>73,595</u>

Comparatives for movement in funds

	At 1.4.22 £	Net movement in funds £	At 31.3.23 £
Unrestricted funds			
General fund	1,301,012	(65,571)	1,235,441
TOTAL FUNDS	<u>1,301,012</u>	<u>(65,571)</u>	<u>1,235,441</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	154,767	(149,422)	(70,916)	(65,571)
TOTAL FUNDS	<u>154,767</u>	<u>(149,422)</u>	<u>(70,916)</u>	<u>(65,571)</u>

14. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2024 (2023: £nil).

**BRITISH ASSOCIATION OF HAND THERAPISTS
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2024**

15. ULTIMATE CONTROLLING PARTY

There is no ultimate controlling party.

16. SHARE CAPITAL

The company is limited by guarantee and does not have a share capital. The liability of each member is limited to a sum not exceeding £1 on the winding up of the company.

17. FINANCIAL INSTRUMENTS

	2024 £	2023 £
Carrying amount of financial assets		
Instruments measured at fair value through profit or loss	1,253,724	1,161,833