

REGISTERED COMPANY NUMBER: 04132591 (England and Wales)
REGISTERED CHARITY NUMBER: 1091120

Report of the Trustees and
Unaudited Financial Statements
For the Year Ended 31 December 2020
For
EUSPEN

Bracey's Accountants Limited
Unit 1, The Cam Centre
Wilbury Way
Hitchin
SG4 0TW

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Report of the Trustees **for the Year Ended 31 December 2020**

The trustees who are also directors of the charity for the purpose of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 December 2020. The trustees have adopted the provision 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).

The society has been operating as the European Society of Precision Engineering and Nanotechnology since 1999 and was incorporated on 29 December 2000. The company is limited by guarantee and is governed by memorandum and articles of association. The company also has charitable status.

The Directors have overall responsibility for ensuring that the Charity has an appropriate system of controls, financial and otherwise. They are also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding assets of the charity hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

All activities are continuously reported by the staff to directors and on a regular basis to the Society Council, who act as the company's Internal controller.

The Directors have implemented a risk management strategy which comprises:

- An annual review of the risks which the charity may face;
- The establishment of systems and procedure to mitigate those risks identified, which include the approval of all payments by two directors.
- The implementation of procedures designed to minimise any potential impact on the charity should any of those risks materialise.
- The company established an Audit Committee in 2004 to provide periodic reviews of the Society's management and control systems.

Objectives and activities

Objectives and aims

The objective of the Society is to advance the arts, sciences and technology of precision engineering, micro-engineering and nanotechnology, and to promote its dissemination through education and training, and to promote its use by science and industry.

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Report of the Trustees (continued) **for the Year Ended 31 December 2020**

Achievement and performance **Financial review and summary of activities**

The global Covid pandemic affected us as it has the whole world. The Impact for us was seen in the inability to hold our live conferences, being a large income source of the Charity. We were proactive in adapting our model by quickly moving to virtual conferences held. This has meant that, whilst income overall has fallen, we have mitigated this reduction by changing our method of delivery. This approach has been rolled in 2021 to ensure that we continue to deliver our charitable objectives. In addition we were able to claim back some costs in relation to venues booked that could not take place.

The overall income for the year was £214,117 (401,498). This includes pre-fund funding claimed of £50,512 with related expenditure incurred of £30,797. The surplus of £19,715 was transferred to general reserves at the year end, as permitted. A deficit for the year is recorded of £44,736 (2019: £75,741 deficit).

Financial Review

Reserves policy

The society has achieved its short-term objective of generating sufficient reserves to fund at least two years' future projected running costs. This provides stability against the possibility of running with no projects in any further year and reserve funding required to support the hosting of large-scale events. The level of reserves will be reviewed on an annual basis.

In light of the pandemic the reserves policy has been reviewed and is considered sufficient for the Charity at the current levels.

Structure, governance and management

Governance 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.

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Report of the Trustees (continued) **for the Year Ended 31 December 2020**

Reference and administrative details

Registered Company number

04132591 (England and Wales)

Registered Charity number

1091120

Registered office

Building 90

Cranfield University Campus

Cranfield

Bedfordshire

MK43 0AL

Trustees

Mr David Billington Euspen, UK

Mrs Baldish Phillips, Euspen, UK – appointed 15/06/2020

Dr Harald Bosse PTB, DE

Dr Ir Jelm Franse ASML, NL

Mr Thomas Ittner Carl Zeiss AG, DE

Dr Wolfgang Knapp Engineering Office, CH - resigned 10/06/2020

Professor Richard Leach University of Nottingham, UK

Dr Oltmann Riemer LFM, University of Bremen, DE

Professor Enrico Savio University of Padova, IT

Professor Liam Blunt, University of Huddersfield, UK

Prof Geoffrey McFarland Renishaw Plc, UK

Dr Theo Anjes Maria Ruijl MI-Partners BV, NL

Dr Helene Malnaud Durand CERN

Prof Andreas Archenti, KTH Royal Institute of Technology, SE - appointed 1/6/2019

Dr Anke Guenther – appointed 10/06/2020

Accountants

Bracey's Accountants Limited

Unit 1, The Cam Centre, Wilbury Way

Hitchin

SG4 0TW

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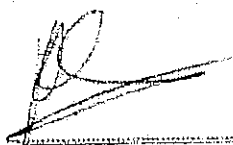
Report of the Trustees (continued)
for the Year Ended 31 December 2020

Approved by order of the board of trustees on 22/09/2021 and signed on its behalf by:

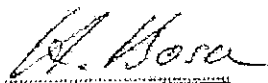


Professor Enrico Savio

Trustee



Trustee



Trustee

Independent Examiner's Report to the Trustees of Euspen for the Year Ended 31 December 2020

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2020.

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 material matters have come to my attention in connection with the examination which gives me cause to believe that in any material respect:

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

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.



Emma Fraser FCA

Bracey's Accountants Limited
Unit 1 The Cam Centre,
Wilbury Way,
Hitchin,
Herts
SG4 0TW

Date:

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Statement of Financial Activities

for the Year Ended 31 December 2020

	Notes	Unrestricted Funds £	Restricted Funds £	31.12.20 Total Funds £	31.12.19 Total Funds £
Income and endowments from Charitable activities					
Conference and seminars		87,475	-	87,475	310,870
Membership Subscriptions		61,532	-	61,532	61,741
Sponsorship		11,496	-	11,496	25,273
Sale of proceedings and notes		1,542	-	1,542	1,781
Grant funding		-	50,512	50,512	-
Investment income	2	1,560	-	1,560	1,833
Total		163,605	50,512	214,117	401,498
Expenditure on					
Raising funds					
		15,126	30,797	45,923	31,812
Charitable activities					
Conferences and seminars		27,973	-	27,973	173,585
Other Charitable activities		199,372	-	199,372	263,116
(Profit)/Loss on foreign exchange		(14,415)	-	(14,415)	8,722
Total resources expended		228,056	30,797	258,853	477,235
Net (outgoing)/Incoming resources before transfers		(64,451)	19,715	(42,030)	(75,737)
Gross transfers between reserves		19,715	(19,715)	-	-
Net movements in funds		(44,736)	-	-	-
Total funds brought forward		454,373	-	454,373	530,110
Total funds carried forward		409,637	-	412,343	454,373

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Statement of Financial Position
for the Year Ended 31 December 2020

	Notes	Unrestricted Funds £	Restricted Funds £	31.12.20 Total Funds £	31.12.19 Total Funds £
Fixed Assets					
Tangible assets	6	2,328	-	2,328	5,104
Current Assets					
Debtors	7	30,479	-	30,479	139,962
Cash at bank and in hand		480,282	98,329	578,611	497,492
		<u>510,761</u>	<u>98,329</u>	<u>609,090</u>	<u>637,454</u>
Creditors					
Amounts falling due within one year	8	(103,452)	(98,329)	(201,781)	(188,185)
Net Current Assets		<u>407,309</u>	<u>-</u>	<u>407,309</u>	<u>449,269</u>
Total assets less current liabilities		<u>409,637</u>	<u>-</u>	<u>409,637</u>	<u>454,373</u>
Net Assets		<u>409,637</u>	<u>-</u>	<u>409,637</u>	<u>454,373</u>
Funds					
Restricted funds	10	-	-	-	-
Unrestricted funds	10	-	-	409,637	454,373
Total Funds		<u>-</u>	<u>-</u>	<u>409,637</u>	<u>454,373</u>

The charitable company is entitled to exemption from audit under section 477 of the Companies Act 2006 for year ended 31 December 2020.

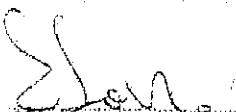
The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2020 in accordance with Section 476 of Companies Act 2006.

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 Section 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.

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 on 22/09/2021 and were signed on its behalf by:



Professor Enrico Savio
22/09/2021
Trustee

Notes to the Financial Statements
for the Year Ended 31 December 2020

1. Accounting policies

Basis of preparing the financial statements

The financial statement 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 Standards applicable in the UK and Republic of Ireland (FRS 102), 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.

Income

All incoming resources are included on the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Membership fees are included in the SoFA across the period of membership.

The Society organises conferences and seminars for its own benefit and on behalf of third parties. Income is recognised as unrestricted income when the Society becomes entitled to the income as a result of activities already performed and any pre-conditions have been met. Such income received for a particular purpose, in advance, and which does not have any pre-conditions attached regarding entitlement, is included in incoming resources of restricted funds when receivable.

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 costs 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.

Support and governance costs

The charity has its main charitable activity as conference and seminars, all else is classified as other charitable activities. All support and governance costs are included within other charitable activities. Given the nature of the conferences and seminars it is not considered necessary to charge any such costs to conferences and seminars.

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Notes to the Financial Statements **for the Year Ended 31 December 2020**

(Continued)

Tangible fixed assets

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

Plant and machinery	- 25% on cost
Fixture and fittings	- 15% on cost
Computer equipment	- 25% on cost

Taxation

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

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees in furtherance of the general objectives of the Company and which have not been designated for other purposes.

Foreign currencies

Assets and liabilities in foreign currencies are translated into sterling at the rate of exchange ruling at the balance sheet date. Transactions in foreign currencies are translated into sterling at the rate of exchange ruling at the date of transaction. Exchange differences are taken into account in arriving at the operating result.

The financial statements are prepared in Pounds Sterling which is also the functional currency of the charitable company. Rounding of amounts shown in the financial statements is to the nearest Pound.

Pension costs and other post-retirement benefits

The company participated in the Universities Superannuation Scheme for the benefit of its employees. The assets of the scheme are held separately in a fund administered for the benefit of University Employees. The scheme is a multi-employer defined benefit final salary scheme where the share of assets and liabilities applicable to each employer is not identified. Euspen currently pays into a defined contribution pension scheme for its employees and this scheme is managed through Royal London. Accordingly, the financial statements include pension costs payable on a defined contribution basis in accordance with Financial Reporting Standards 102. The contribution to the scheme are charged to the statement of Financial Activities as they are incurred.

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Notes to financial statements **for the Year Ended 31 December 2020**

General Information

The society is a company limited by guarantee, incorporated in England and Wales.
The society is also a registered charity, registered with the Charities Commission.

The society's registered office is:

Building 90.,
Cranfield University Campus,
Cranfield,
Bedfordshire,
MK43 0AL

This is also the society's principal place of business.

The members of the company are the subscribing members. 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. Investment Income

	31.12.20	31.12.19
	£	£
Deposit account interest	1,560	1,833

3. Net Income/(expenditure)

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

	31.12.20	31.12.19
	£	£
Depreciation- owned assets	5,741	6,669

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Notes to financial statements **for the Year Ended 31 December 2020**

4. Trustees' remuneration and benefits

There were two trustee's that received remuneration during the financial year and this was made under the provision in the governing document of the charity.

D Billington and B Phillips received remuneration totalling £79,065 and pension contributions. Both Trustees' were paid this remuneration for their daily running of the charity.

Trustees' expenses

Trustees' received travel expenses during the financial year totalling £284 (2019: £7,322).

5. Staff Costs	31.12.20	31.12.19
	£	£
Wages and salaries	121,587	142,408
Social security costs	8,645	12,215
Other pension costs	<u>11,374</u>	<u>12,881</u>
	<u>141,606</u>	<u>167,504</u>

The average monthly number of employees during this year was as follows:

	31.12.20	31.12.19
All staff	<u>16</u>	<u>15</u>

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000 was:

	31.12.20	31.12.19
£60,001- £70,000	<u>0</u>	<u>1</u>

Two key management personnel received emoluments totalling £79,065 during the year (2019: £105,598).

EUSPEN**Notes to financial statements
for the Year Ended 31 December 2020****6. Tangible fixed assets**

	Plant and machinery	Fixtures and fittings	Computer equipment	Totals
COST				
At 1 January 2020	2,319	5,679	23,505	31,503
Additions	-	218	2,747	3,065
At 31 December 2020	2,319	5,897	26,252	34,468
Depreciation				
At 1 January 2020	2,263	4,668	19,468	26,399
Charge for year	56	858	4,827	5,741
At 31 December 2020	2,319	5,526	24,295	32,140
Net book value	-	371	1,957	2,328
At 31 December 2020	56	1011	4,037	5,104
As 31 December 2019				

7. Debtors: amounts falling due within one year

	31.12.20 £	31.12.19 £
Trade Debtors	29,900	72,042
Prepayments	579	67,920
	<u>30,479</u>	<u>139,962</u>

EUSPEN**Notes to the Financial Statements- continued
for the Year Ended 31 December 2020****8. Creditors: amounts falling due within one year**

	31.12.20	31.12.19
	£	£
Trade Creditors	4,303	31,159
Social security and other taxes	-	8,429
VAT	21,453	20,656
Other creditors	98,554	74,461
Accruals and deferred income	26,076	-
Deferred Income	<u>51,395</u>	<u>53,480</u>
	<u>201,781</u>	<u>188,185</u>

9. Movement in funds

	At 01.01.20	Net movement in funds	At 31.12.20
Unrestricted funds			
General Funds	<u>454,373</u>	<u>(44,736)</u>	409,637
Restricted funds			
Grants	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL FUNDS			

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

	Incoming resources £	Resources expended £	Transfer between reserves £	Movement in funds £
Unrestricted funds				
General Fund	163,605	(228,056)	19,715	(44,736)
Restricted funds				
Grants	50,512	(30,797)	(19,715)	—
TOTAL FUNDS IN YEAR	214,117	(258,853)	---	(44,736)

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Notes to the Financial Statements- continued **for the Year Ended 31 December 2020**

10. Related party disclosures

There were no related party transactions for the year ended 31 December 2020.

11. Deferred salary costs

In the financial year there were no deferred salary costs.

12. Deferred Income

Deferred Income is due to annual memberships being raised pre year end, that relate to forthcoming financial year.

Opening Deferral	53,480
Released during the period	(2085)
Provision created	
Closing provision	51,395

EUSPEN**Detailed Statement of Financial Activities
for the Year Ended 31 December 2020**

	31.12.20 £	31.12.19 £
Income and endowments		
Investment Income		
Deposit account interest	1,560	1,833
Charitable activities		
Conference and seminars	87,475	310,870
Membership Subscriptions	61,532	61,741
Sale proceedings and notes	1,542	1,781
Grant funding	50,512	-
Sponsorship	11,496	25,273
	<u>212,557</u>	<u>399,665</u>
Total incoming resources	<u>214,117</u>	<u>401,498</u>
Expenditure on		
Raising funds		
Reimbursed amounts		
Dinner, tours and sundry items	-	(3,642)
Tutorials and workshops	-	1,980
Poster awards	-	448
HMRC Interest	6	21
Prior year adjustment	15,003	30,661
Prefam costs	30,797	-
Travel costs	57	973
Entertainment	60	1,371
	<u>45,923</u>	<u>31,812</u>
Charitable activities		
Wages	122,285	143,521
Social Security	8,645	12,215
Pensions	11,374	12,881
Light and heat	671	750
Postage and stationery	840	2,440
Advertising	16,293	18,217
Entertainment	-	1,316
Travel and subsistence	2,648	22,287
Rent and services	6,004	2,931
Recruitment fees	383	3,883
Bank and credit charges	2,628	7,756
Telephone	599	684
Computer equipment	1,413	808
	<u>173,783</u>	<u>229,689</u>
Governance Costs		
Accountancy and legal fees	25,589	33,427
	<u>25,589</u>	<u>33,427</u>
Conferences and seminars		
Conference marketing	248	914
Event services	12,569	92,016
Bursary	-	500
Networking dinner	1,495	63,331
Overseas entertainment	43	-
American express fees	-	535
Depreciation	5,742	6,669
Bad debt write off	(277)	4,110
Subscriptions	5,581	3,286
Training costs	692	-
Insurance	1,367	1,366
Travel, subsistence and sundry	96	118
Meetings	416	740
	<u>27,973</u>	<u>173,585</u>
Profit/(loss) on foreign exchange	(14,415)	8,726
Total resources expended	<u>258,853</u>	<u>477,239</u>
Net expenditure	<u>(44,735)</u>	<u>(75,741)</u>