# THE BRITISH ASSOCIATION OF CRITICAL CARE NURSES

England & Wales · Charity number 1102030

## Details

| | |
|---|---|
| Other names | BACCN |
| Status | Registered |
| Legal form | Charitable company |
| Company number | 04261320 |
| Registered | 2004-02-11 |
| Register | View on the Charity Commission register |

## Contact

| | |
|---|---|
| Address | The British Association of Critical Care Nurses<br>Unit 14 The Stottie Shed<br>Bakers Yard<br>Christon Road<br>Newcastle Upon Tyne<br>NE3 1XD |
| Phone | 08448008843 |
| Website | www.baccn.org.uk |

## Activities

**Objects:** 1. TO PROMOTE THE ART AND SCIENCE OF CRITICAL CARE NURSING;2. TO PROVIDE FACILITIES AND OPPORTUNITIES FOR NURSES AND OTHER HEALTH CARE WORKERS AND TO FURTHER THEIR EDUCATION, SKILLS AND DEVELOPMENT IN CARING FOR CRITICALLY ILL AND DEPENDENT PATIENTS ;

**Activities:** We aim to:? Provide a National voice to shape the strategy for critical care nursing;? Promote safe, quality evidence based nursing care to the critically ill patient; and? Provide wide ranging benefits and opportunities to BACCN members.

## Classification

- **How:** Makes Grants To Individuals, Makes Grants To Organisations, Provides Services, Provides Advocacy/advice/information, Sponsors Or Undertakes Research, Other Charitable Activities
- **What:** Education/training, The Advancement Of Health Or Saving Of Lives, Other Charitable Purposes
- **Who:** Other Charities Or Voluntary Bodies, Other Defined Groups

## Geography

- Northern Ireland
- Scotland
- Throughout England And Wales

## Finances

| Period end | Income | Expenditure | Assets | Employees |
|---|---|---|---|---|
| 2025-12-31 | £288,782 | £177,863 | - | - |
| 2024-12-31 | £310,460 | £175,334 | - | - |
| 2023-12-31 | £218,357 | £154,691 | - | - |
| 2022-12-31 | £170,511 | £161,345 | - | - |
| 2021-12-31 | £184,040 | £142,351 | - | - |
| 2020-12-31 | £167,027 | £143,361 | - | - |

## Trustees

| Name | Role | Appointed |
|---|---|---|
| Amy Elizabeth Douglas | | 2019-09-16 |
| DAVID WATERS | | |
| Dr Louise Caroline King | | 2019-09-16 |
| Filipa Castelo Monteiro | | 2020-09-16 |
| Ian Naldrett | | 2018-09-19 |
| KARIN GERBER | | 2013-09-03 |
| Latifat Omowunmi Awotedu | | 2023-09-12 |
| Nicole Lee | | 2020-09-16 |
| Patricia Kim McCready | | 2015-09-07 |
| Rebecca Mahala Sumnall | | 2022-10-18 |

# Accounts

**Registered number: 04261320**
**Charity number: 1102030**

# THE BRITISH ASSOCIATION OF CRITICAL CARE NURSES

**(A company limited by guarantee)**

## UNAUDITED

## TRUSTEES' REPORT AND FINANCIAL STATEMENTS

## FOR THE YEAR ENDED 31 DECEMBER 2025

**THE BRITISH ASSOCIATION OF CRITICAL CARE NURSES**
**(A company limited by guarantee)**

## CONTENTS

## REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITABLE COMPANY, ITS TRUSTEES AND ADVISERS FOR THE YEAR ENDED 31 DECEMBER 2025

### Trustees

I Naldrett, Chair
L O Awotedu
S Bench (resigned 8 October 2025)
A Douglas (formerly A Pulleyn)
K Gerber
N Lee
P K McCready, Treasurer
F Monteiro
L Stayt
R Sumnall
D Waters

### Company registered number

04261320

### Charity registered number

1102030

### Registered office

Unit 14, The Stottie Shed
Baker's Yard
Christon Road
Gosforth
Newcastle upon Tyne
NE3 1XD

### Accountants

Kinnair Associates Limited
Chartered Accountants
Aston House
Redburn Road
Newcastle upon Tyne
NE5 1NB

## REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITABLE COMPANY, ITS TRUSTEES AND ADVISERS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2025

**Bankers**

Barclays Bank Plc
Newcastle City
Leicester
Leicestershire
LE87 2BB

Lloyds Bank Plc
36 Market Street
Eastleigh
Hampshire
S050 9YT

## TRUSTEES' REPORT
## FOR THE YEAR ENDED 31 DECEMBER 2025

The Trustees present their annual report together with the financial statements of the Charitable Company for the year from 1 January 2025 to 31 December 2025. The Annual report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the Charitable Company qualifies as small under section 382 of the Companies Act 2006, the Strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

### Objectives and activities

#### ● Policies and objectives

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

The principal object of the Charitable Company is to advance the art and science of critical care nursing, in particular, the education and training of nurses and other health care workers caring for critically ill and dependent patients for the public benefit.

#### ● Activities undertaken to achieve objectives

The Charitable Company promotes public benefit by providing educational and training opportunities for critical care nurses, thus ensuring that patients will receive a superior standard of care from nurses and other health care workers. As this treatment is received by those patients of the NHS, people in poverty are not excluded from the opportunity to benefit.

### Achievements and performance

#### ● Review of activities

In 2025 the organisation achieved a range of developments and activities. These include:

- Organised an annual conference in Blackpool

- Promoted international collaboration within the specialty of critical care through membership of the European Federation of Critical Care Nurses Associations and World Federation of Critical Care Nurses.

- Contributed where appropriate to national strategic direction of critical care nursing through participation in and feedback to organisations such as: the Department of Health's Clinical Reference Group for Adult Critical Care, the Critical Care Leadership Forum, the UK Critical Care Nursing Alliance, Public Health England - Infections in Critical Care Quality Improvement Programme, CC3N National Critical Care Competency Education Group, the National Institute of Health and Clinical Excellence and the National Confidential Enquiry into Patient Outcome and Death.

- Continued to promote and fund critical care nursing research through grants.

**Achievements and performance (continued)**

- Continued to strengthen relationships with the regions through national board member support offered virtually.
- Provided quality assurance for online study events both from BACCN and non BACCN by the review of educational material and awarding of Continuing Professional Development Points.
- Provided quality assurance for study events both BACCN and non BACCN by reviewing of educational material and awarding of Continuing Professional Development Points; and Promoted corporate partner and endorsement packages.

**● Investment policy and performance**

The Charitable Company has an active trading subsidiary, BACCN (UK) Limited, that currently organises conferences for nurses and other health care professionals in support of the charitable company's objects. When there are accumulated profits of the subsidiary these are gifted to the Charitable Company. The subsidiary contributed £8,428 (2024: £68,562) to the Charitable Company in the year under gift aid. Further details of the performance of the subsidiary can be found in the financial statements of the subsidiary company.

**Financial review**

**● Going concern**

After making appropriate enquiries the Trustees have a reasonable expectation that the Charitable Company 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.

**● Reserves policy**

The Charitable Company reviews its levels of reserves each year with the Treasurer and the National Board, in order to ensure that the level of free reserves (that is those which are not invested in fixed assets, designated for specific purposes or otherwise committed) is appropriate to meeting the Charitable Company’s needs effectively.

A sufficient level of free reserves needs to be maintained to ensure that resources are available to provide grants or scholarships as required, as well as to cover at least six months forecast costs for the national and Regional Committees. In addition, at the year end it is necessary to hold sufficient funds to finance the forthcoming Annual Conference. The Treasurer and National Board consider that the appropriate level of reserves should be approximately £200,000 (2024: £200,000). This figure is in line with previous years as financial performance of the Charitable Company remains relatively stable. The Trustees will continue to monitor reserves levels.

## Structure, governance and management

- **Constitution**

The British Association of Critical Care Nurses is registered as a charitable company limited by guarantee and was set up by a Trust deed.

The Charitable Company is constituted under a Memorandum of Association dated 30 July 2001 and is a registered charity number 1102030.

The principal object of the Charitable Company is to advance the art and science of critical care nursing, in particular, the education and training of nurses and other health care workers caring for critically ill and dependent patients for the public benefit.

- **Methods of appointment or election of Trustees**

The management of the Charitable Company is the responsibility of the Trustees who are elected and co-opted under the terms of the Trust deed.

The National Board is elected by the membership to serve for a two-year period. Each Board Member holds a specific role and is able to stand for re-election after the two-year period of service. National Board Members come from various positions and roles within critical care and critical care education from around the UK.

New Trustees are provided with a copy of the Memorandum and Articles of Association and are fully informed of their legal obligations under charity and company law. Trustees are encouraged to attend appropriate external courses to enable them to carry out their role.

- **Organisational structure and decision-making policies**

The management of the Charitable Company is the responsibility of the Trustees who are elected and co-opted under the terms of the Articles of Association.

Details of the membership of the National Board are given on page one. They are elected by the Members of the Association at the Annual General Meeting to serve for a two-year period. Each Board Member holds a specific role and is able to stand for re-election after the two-year period of service. The Board also have two further roles being fulfilled by co-opted members. Co-opted members are able to stand for election as full members to the Board at the next available AGM. The Board meets quarterly with each meeting scheduled to last for two days and also at the National Conference. There are also opportunities for any regional committee member to attend board meetings. Board decisions are made by the majority and the Chair has the casting vote.

- **Financial risk management**

The Trustees have assessed the major risks to which the Charitable Company is exposed, in particular those related to the operations and finances of the Charitable Company, and are satisfied that systems and procedures are in place to mitigate exposure to the major risks.

**Plans for future periods**

Future Goals for 2026 to:

- Continue to work with BACCN regions and Link Members to progress and develop the association at both a regional and national level.
- Develop further international collaboration within the specialty of critical care by maintaining membership of the European Federation of Critical Care Nursing Associations and full membership of the World Federation of Critical Care Nurses.
- Further strengthen our journal Nursing in Critical Care to ensure it continues to be contemporary and reflect the diverse needs of our membership through the online only option.
- Continue to support our membership through grants and learning materials.
- Further develop our innovative and high-quality conference schedule.
- Continue to promote safe nursing care to critically ill patients whilst being the voice of critical care nursing nationally.

Ian Naldrett has continued as the Chair of the Organisation.

**Members' liability**

The Members of the Charitable Company are the original subscribers to the memorandum of association and anyone admitted as a member by the National Board and members guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up.

## Statement of Trustees' responsibilities

The Trustees (who are also the directors of the Charitable Company for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial . Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Charitable Company and of its incoming resources and application of resources, including its income and expenditure, 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 of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) 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 business.

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.

Approved by order of the members of the board of Trustees on 13 May 2026 and signed on their behalf by:

Signed by:
Ian Naldrett
8E1594AC671C4B5...

**I Naldrett**
Chair

# INDEPENDENT EXAMINER'S REPORT
# FOR THE YEAR ENDED 31 DECEMBER 2025

**Independent examiner's report to the Trustees of The British Association of Critical Care Nurses ('the Charitable Company')**

I report to the charity Trustees on my examination of the accounts of the Charitable Company for the year ended 31 December 2025.

**Responsibilities and basis of report**

As the Trustees of the Charitable Company (and 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 Charitable 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 the Charitable Company's accounts 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**

Since the Charitable Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of The Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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 Charitable 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.

## INDEPENDENT EXAMINER'S REPORT (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2025

This report is made solely to the Charitable Company's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charitable Company's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charitable Company and the Charitable Company's Trustees as a body, for my work or for this report.

DocuSigned by:
Signed: Detlev Anderson
8228AFA7794A4DC... Dated: 29 May 2026

Detlev Anderson FCA

**Kinnair Associates Limited**
Chartered Accountants
Aston House
Redburn Road
Newcastle upon Tyne
NE5 1NB

## STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31 DECEMBER 2025

| | Note | Unrestricted funds 2025 £ | Total funds 2025 £ | *Total funds 2024 £* |
|---|---|---|---|---|
| **Income from:** | | | | |
| Donations and legacies | 3 | **8,458** | **8,458** | *68,562* |
| Charitable activities | 4 | **274,714** | **274,714** | *243,766* |
| Investments | 5 | **5,610** | **5,610** | *1,522* |
| **Total income** | | **288,782** | **288,782** | *313,850* |
| **Expenditure on:** | | | | |
| Charitable activities | 6 | **177,863** | **177,863** | *178,724* |
| **Total expenditure** | | **177,863** | **177,863** | *178,724* |
| **Net movement in funds** | | **110,919** | **110,919** | *135,126* |
| **Reconciliation of funds:** | | | | |
| Total funds brought forward | | **479,070** | **479,070** | *343,944* |
| Net movement in funds | | **110,919** | **110,919** | *135,126* |
| **Total funds carried forward** | | **589,989** | **589,989** | *479,070* |

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

The notes on pages 12 to 23 form part of these financial statements.

**THE BRITISH ASSOCIATION OF CRITICAL CARE NURSES**
**(A company limited by guarantee)**
**REGISTERED NUMBER: 04261320**

## BALANCE SHEET
## AS AT 31 DECEMBER 2025

| | Note | | 2025 £ | | *2024 £* |
|---|---|---|---|---|---|
| **Fixed assets** | | | | | |
| Investments | 10 | | **1** | | *1* |
| | | | **1** | | *1* |
| **Current assets** | | | | | |
| Debtors | 11 | **54,469** | | *122,201* | |
| Cash at bank and in hand | | **559,505** | | *408,975* | |
| | | **613,974** | | *531,176* | |
| **Current liabilities** | | | | | |
| Creditors: amounts falling due within one year | 12 | **(23,986)** | | *(52,107)* | |
| **Net current assets** | | | **589,988** | | *479,069* |
| **Total net assets** | | | **589,989** | | *479,070* |
| **Charity funds** | | | | | |
| Unrestricted funds | 14 | | **589,989** | | *479,070* |
| **Total funds** | | | **589,989** | | *479,070* |

The Charitable Company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

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

The financial statements were approved and authorised for issue by the Trustees on 13 May 2026 and signed on their behalf by:

Signed by:
Ian Naldrett
8E1594AC671C4B5...

**I Naldrett**
Chair

DocuSigned by:
8FEF8731A8264A9...

**P K McCready**
Treasurer

The notes on pages 12 to 23 form part of these financial statements.

## 1. General information

The British Association of Critical Care Nurses is a private Company limited by guarantee, incorporated in England and Wales, registration number 04261320 and charity number 1102030. The address of its registered office is disclosed in the Reference and Administrative Details section of these financial statements.

## 2. Accounting policies

### 2.1 Basis of preparation of financial statements

The financial statements 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), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The British Association of Critical Care Nurses meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

These financial statements are in respect of the Charity only. The Charity is not required to prepare group accounts as the group headed by it is a small group.

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

### 2.2 Going concern

The Trustees have a reasonable expectation that the Charitable Company has adequate resources to continue in operational existence for the foreseeable future. The Charitable Company has net current assets and no need for finance. Based on this the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

### 2.3 Income

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

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

## 2. Accounting policies (continued)

### 2.4 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.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Charitable Company's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

### 2.5 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Charitable Company; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

### 2.6 Investments

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance sheet date, unless the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as ‘Gains/(Losses) on investments’ in the Statement of financial activities.

Investments in subsidiaries are valued at cost less provision for impairment.

### 2.7 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

### 2.8 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.

### 2.9 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charitable Company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

## 2. Accounting policies (continued)

### 2.10 Financial instruments

The Charitable Company 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 with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

### 2.11 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 Charitable Company and which have not been designated for other purposes.

Investment income, gains and losses are allocated to the appropriate fund.

## 3. Income from donations and legacies

| | **Unrestricted funds 2025 £** | **Total funds 2025 £** |
|---|---|---|
| Donations | 8,458 | **8,458** |

| | *Unrestricted funds 2024 £* | *Total funds 2024 £* |
|---|---|---|
| Donations | *68,562* | *68,562* |

## 4. Income from charitable activities

| | **Unrestricted funds 2025 £** | **Total funds 2025 £** |
|---|---|---|
| Membership fees | 83,110 | **83,110** |
| Sponsorship income | 4,264 | **4,264** |
| Journal income | 171,514 | **171,514** |
| Corporate partner fees | 15,826 | **15,826** |
| | - | **-** |
| **Total 2025** | 274,714 | **274,714** |

| | *Unrestricted funds 2024 £* | *Total funds 2024 £* |
|---|---|---|
| Membership fees | *79,208* | *79,208* |
| Sponsorship income | *3,463* | *3,463* |
| Journal income | *150,299* | *150,299* |
| Corporate partner fees | *10,796* | *10,796* |
| *Total 2024* | *243,766* | *243,766* |

## 5. Investment income

| | **Unrestricted funds 2025 £** | **Total funds 2025 £** |
|---|---|---|
| Bank interest receivable | 5,610 | **5,610** |

## 5. Investment income (continued)

| | *Unrestricted funds 2024 £* | *Total funds 2024 £* |
|---|---|---|
| Bank interest receivable | *1,522* | *1,522* |

## 6. Analysis of expenditure on charitable activities

### Summary by fund type

| | **Unrestricted funds 2025 £** | **Total 2025 £** |
|---|---|---|
| Educational and training activities | 177,863 | **177,863** |

| | *Unrestricted funds 2024 £* | *Total 2024 £* |
|---|---|---|
| Educational and training activities | *178,724* | *178,724* |

## 7. Analysis of expenditure by activities

| | **Activities undertaken directly 2025 £** | **Support costs 2025 £** | **Total funds 2025 £** |
|---|---|---|---|
| Educational and training activities | 117,154 | 60,709 | **177,863** |

**7. Analysis of expenditure by activities (continued)**

| | *Activities undertaken directly 2024 £* | *Support costs 2024 £* | *Total funds 2024 £* |
|---|---|---|---|
| Educational and training activities | *116,758* | *61,966* | *178,724* |

**Analysis of direct costs**

| | **Educational and training 2025 £** | **Total funds 2025 £** |
|---|---|---|
| Expenditure of regional branches | 7,920 | **7,920** |
| Scholarships and grants paid to individuals | 10,425 | **10,425** |
| Professional journal costs | 42,187 | **42,187** |
| Regional engagement costs | 229 | **229** |
| Management charge | 42,880 | **42,880** |
| Professional subscriptions | 11,330 | **11,330** |
| Secretary costs | 600 | **600** |
| Commission | 1,583 | **1,583** |
| **Total 2025** | 117,154 | **117,154** |

| | *Educational and training 2024 £* | *Total funds 2024 £* |
|---|---|---|
| Expenditure of regional branches | *7,125* | *7,125* |
| Awards and prizes | *272* | *272* |
| Scholarships and grants paid to individuals | *23,246* | *23,246* |
| Professional journal costs | *40,000* | *40,000* |
| Management charge | *42,047* | *42,047* |
| Professional subscriptions | *4,068* | *4,068* |
| *Total 2024* | *116,758* | *116,758* |

## 7. Analysis of expenditure by activities (continued)

### Analysis of support costs

| | Educational and training 2025 £ | Total funds 2025 £ |
|---|---|---|
| Advertising and publicity | 2,155 | **2,155** |
| Management charge | 42,880 | **42,880** |
| Internet, telephone and website costs | 2,160 | **2,160** |
| Postage, stationery and storage | 53 | **53** |
| Bank charges | 2,408 | **2,408** |
| Travel and subsistence costs | (21) | **(21)** |
| Insurance | 1,735 | **1,735** |
| Legal and professional costs | 1,113 | **1,113** |
| Governance costs | 8,031 | **8,031** |
| Training costs | 195 | **195** |
| **Total 2025** | 60,709 | **60,709** |

| | *Educational and training 2024 £* | *Total funds 2024 £* |
|---|---|---|
| Management charge | *42,047* | *42,047* |
| Internet, telephone and website costs | *3,552* | *3,552* |
| Postage, stationery and storage | *137* | *137* |
| Bank charges | *2,373* | *2,373* |
| Travel and subsistence costs | *2,610* | *2,610* |
| Insurance | *1,703* | *1,703* |
| Legal and professional costs | *513* | *513* |
| Governance costs | *6,816* | *6,816* |
| Training costs | *2,215* | *2,215* |
| *Total 2024* | *61,966* | *61,966* |

Governance costs comprise:

| | **2025** £ | *2024* £ |
|---|---|---|
| Independent examiner's remuneration | **2,730** | *2,650* |
| Board meeting costs | **5,301** | *4,166* |
| | **8,031** | *6,816* |

## 8. Independent examiner's remuneration

| | **2025** £ | *2024* £ |
|---|---|---|
| Fees payable to the Charitable Company's independent examiner for the preparation and independent examination of the Charitable Company's annual accounts | **2,730** | *2,650* |
| Fees payable to the Charitable Company's independent examiner in respect of: | | |
| All other services not included above | **520** | *500* |

## 9. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits *(2024 - £NIL)*.

During the year ended 31 December 2025, expenses totalling £2,328 were reimbursed or paid directly to 10 Trustees (2024: *£1,802 to 6 Trustees)*. Reimbursed expenses were for travel to board meetings, executive meetings and meetings relating to the Trustees' role.

## 10. Fixed asset investments

| | Investments in subsidiary companies £ |
|---|---|
| **Cost or valuation** | |
| At 1 January 2025 | **1** |
| At 31 December 2025 | **1** |
| **Net book value** | |
| At 31 December 2025 | **1** |
| *At 31 December 2024* | *1* |

**Principal subsidiaries**

The following was a subsidiary undertaking of the Charitable Company:

| Name | Company number | Registered office or principal place of business | Principal activity |
|---|---|---|---|
| BACCN (UK) Limited | 04990351 | Unit 14 the Stottie Shed, Baker's Yard Christon Road, Gosforth Newcastle upon Tyne NE3 1XD | Organisation of courses for nurses and other healthcare workers |

| Class of shares | Holding |
|---|---|
| Ordinary | 100% |

The financial results of the subsidiary for the year were:

| Name | Income £ | Expenditure £ | Profit for the year £ | Net assets £ |
|---|---|---|---|---|
| BACCN (UK) Limited | **259,447** | **(261,297)** | **(1,850)** | **4,837** |

**NOTES TO THE FINANCIAL STATEMENTS**
**FOR THE YEAR ENDED 31 DECEMBER 2025**

## 11. Debtors

| | **2025** | *2024* |
|---|---|---|
| | **£** | *£* |
| **Due within one year** | | |
| Trade debtors | **-** | *53,837* |
| Amounts owed by group undertakings | **3,720** | *10,075* |
| Prepayments and accrued income | **50,749** | *58,289* |
| | **54,469** | *122,201* |

## 12. Creditors: Amounts falling due within one year

| | **2025** | *2024* |
|---|---|---|
| | **£** | *£* |
| Trade creditors | **8,520** | *19,779* |
| Other taxation and social security | **3,945** | *4,108* |
| Other creditors | **1,583** | *66* |
| Accruals and deferred income | **9,938** | *28,154* |
| | **23,986** | *52,107* |

## 13. Financial instruments

| | **2025** | *2024* |
|---|---|---|
| | **£** | *£* |
| **Financial assets** | | |
| Financial assets measured at fair value through income and expenditure | **559,505** | *408,975* |

Financial assets measured at fair value through income and expenditure comprise bank balances.

## 14. Statement of funds

### Statement of funds - current year

| | Balance at 1 January 2025 £ | Income £ | Expenditure £ | Balance at 31 December 2025 £ |
|---|---|---|---|---|
| **Unrestricted funds** | | | | |
| General funds | **479,070** | **284,608** | **(173,689)** | **589,989** |

### Statement of funds - prior year

| | *Balance at 1 January 2024 £* | *Income £* | *Expenditure £* | *Balance at 31 December 2024 £* |
|---|---|---|---|---|
| **Unrestricted funds** | | | | |
| General funds | *343,944* | *310,460* | *(175,334)* | *479,070* |

## 15. Analysis of net assets between funds

### Analysis of net assets between funds - current year

| | Unrestricted funds 2025 £ | Total funds 2025 £ |
|---|---|---|
| Fixed asset investments | 1 | **1** |
| Current assets | 613,974 | **613,974** |
| Creditors due within one year | (23,986) | **(23,986)** |
| **Total** | 589,989 | **589,989** |

## 15. Analysis of net assets between funds (continued)

### Analysis of net assets between funds - prior year

| | *Unrestricted funds 2024 £* | *Total funds 2024 £* |
|---|---|---|
| Fixed asset investments | *1* | *1* |
| Current assets | *531,176* | *531,176* |
| Creditors due within one year | *(52,107)* | *(52,107)* |
| **Total** | *479,070* | *479,070* |

## 16. Related party transactions

The Charitable Company received a gift aid donation of £8,428 (2024: £68,562) from its 100% owned subsidiary BACCN (UK) Limited and was owed £3,720 (2024: £10,075) at the year end.

# Accounts

**Registered number: 04261320**
**Charity number: 1102030**

# THE BRITISH ASSOCIATION OF CRITICAL CARE NURSES

**(A company limited by guarantee)**

**UNAUDITED**

**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2024**

## CONTENTS

# THE BRITISH ASSOCIATION OF CRITICAL CARE NURSES
**(A company limited by guarantee)**

## REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITABLE COMPANY, ITS TRUSTEES AND ADVISERS
## FOR THE YEAR ENDED 31 DECEMBER 2024

### Trustees

I Naldrett, Chair
L O Awotedu
S Bench
A Douglas (formerly A Pulleyn)
K Gerber
N Lee
P K McCready, Treasurer
F Monteiro
L Stayt
R Sumnall
D Waters

### Company registered number

04261320

### Charity registered number

1102030

### Registered office

Unit 14, The Stottie Shed
Baker's Yard
Christon Road
Gosforth
Newcastle upon Tyne
NE3 1XD

### Accountants

Kinnair Associates Limited
Chartered Accountants
Aston House
Redburn Road
Newcastle upon Tyne
NE5 1NB

**Bankers**

Barclays Bank Plc
Newcastle City
Leicester
Leicestershire
LE87 2BB

Lloyds Bank Plc
36 Market Street
Eastleigh
Hampshire
S050 9YT

## TRUSTEES' REPORT
## FOR THE YEAR ENDED 31 DECEMBER 2024

The Trustees present their annual report together with the financial statements of the Charitable Company for the year from 1 January 2023 to 31 December 2023. The Annual report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the Charitable Company qualifies as small under section 382 of the Companies Act 2006, the Strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

### Objectives and activities

#### ● Policies and objectives

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

The principal object of the Charitable Company is to advance the art and science of critical care nursing, in particular, the education and training of nurses and other health care workers caring for critically ill and dependent patients for the public benefit.

#### ● Activities undertaken to achieve objectives

The Charitable Company promotes public benefit by providing educational and training opportunities for critical care nurses, thus ensuring that patients will receive a superior standard of care from nurses and other health care workers. As this treatment is received by those patients of the NHS, people in poverty are not excluded from the opportunity to benefit.

### Achievements and performance

#### ● Review of activities

In 2024 the organisation achieved a range of developments and activities. These include:

- Organised an annual conference in Aberdeen
- Promoted international collaboration within the specialty of critical care through membership of the European Federation of Critical Care Nurses Associations and World Federation of Critical Care Nurses.
- Contributed where appropriate to national strategic direction of critical care nursing through participation in and feedback to organisations such as: the Department of Health’s Clinical Reference Group for Adult Critical Care, the Critical Care Leadership Forum, the UK Critical Care Nursing Alliance, Public Health England - Infections in Critical Care Quality Improvement Programme, CC3N National Critical Care Competency Education Group, the National Institute of Health and Clinical Excellence and the National Confidential Enquiry into Patient Outcome and Death.
- Continued to promote and fund critical care nursing research through grants.

**Achievements and performance (continued)**

- Continued to strengthen relationships with the regions through national board member support offered virtually.
- Provided quality assurance for online study events both from BACCN and non BACCN by the review of educational material and awarding of Continuing Professional Development Points.
- Provided quality assurance for study events both BACCN and non BACCN by reviewing of educational material and awarding of Continuing Professional Development Points; and Promoted corporate partner and endorsement packages.

**● Investment policy and performance**

The Charitable Company has an active trading subsidiary, BACCN (UK) Limited, that currently organises conferences for nurses and other health care professionals in support of the charitable company's objects. When there are accumulated profits of the subsidiary these are gifted to the Charitable Company. The subsidiary contributed £68,562 (2023: £6,720) to the Charitable Company in the year under gift aid. Further details of the performance of the subsidiary can be found in the financial statements of the subsidiary company.

**Financial review**

**● Going concern**

After making appropriate enquiries the Trustees have a reasonable expectation that the Charitable Company 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.

**● Reserves policy**

The Charitable Company reviews its levels of reserves each year with the Treasurer and the National Board, in order to ensure that the level of free reserves (that is those which are not invested in fixed assets, designated for specific purposes or otherwise committed) is appropriate to meeting the Charitable Company's needs effectively.

A sufficient level of free reserves needs to be maintained to ensure that resources are available to provide grants or scholarships as required, as well as to cover at least six months forecast costs for the national and Regional Committees. In addition, at the year end it is necessary to hold sufficient funds to finance the forthcoming Annual Conference. The Treasurer and National Board consider that the appropriate level of reserves should be approximately £200,000 (2023 - £200,000). This figure is in line with previous years as financial performance of the Charitable Company remains relatively stable. The Trustees will continue to monitor reserves levels.

## Structure, governance and management

### ● Constitution

The British Association of Critical Care Nurses is registered as a charitable company limited by guarantee and was set up by a Trust deed.

The Charitable Company is constituted under a Memorandum of Association dated 30 July 2001 and is a registered charity number 1102030.

The principal object of the Charitable Company is to advance the art and science of critical care nursing, in particular, the education and training of nurses and other health care workers caring for critically ill and dependent patients for the public benefit.

### ● Methods of appointment or election of Trustees

The management of the Charitable Company is the responsibility of the Trustees who are elected and co-opted under the terms of the Trust deed.

The National Board is elected by the membership to serve for a two-year period. Each Board Member holds a specific role and is able to stand for re-election after the two-year period of service. National Board Members come from various positions and roles within critical care and critical care education from around the UK.

New Trustees are provided with a copy of the Memorandum and Articles of Association and are fully informed of their legal obligations under charity and company law. Trustees are encouraged to attend appropriate external courses to enable them to carry out their role.

### ● Organisational structure and decision-making policies

The management of the Charitable Company is the responsibility of the Trustees who are elected and co-opted under the terms of the Articles of Association.

Details of the membership of the National Board are given on page one. They are elected by the Members of the Association at the Annual General Meeting to serve for a two-year period. Each Board Member holds a specific role and is able to stand for re-election after the two-year period of service. The Board also have two further roles being fulfilled by co-opted members. Co-opted members are able to stand for election as full members to the Board at the next available AGM. The Board meets quarterly with each meeting scheduled to last for two days and also at the National Conference. There are also opportunities for any regional committee member to attend board meetings. Board decisions are made by the majority and the Chair has the casting vote.

### ● Financial risk management

The Trustees have assessed the major risks to which the Charitable Company is exposed, in particular those related to the operations and finances of the Charitable Company, and are satisfied that systems and procedures are in place to mitigate exposure to the major risks.

**Plans for future periods**

Future Goals for 2025 to:

- Continue to work with BACCN regions and Link Members to progress and develop the association at both a regional and national level.
- Develop further international collaboration within the specialty of critical care by maintaining membership of the European Federation of Critical Care Nursing Associations and full membership of the World Federation of Critical Care Nurses.
- Further strengthen our journal Nursing in Critical Care to ensure it continues to be contemporary and reflect the diverse needs of our membership through the online only option.
- Continue to support our membership through grants and learning materials.
- Further develop our innovative and high-quality conference schedule.
- Continue to promote safe nursing care to critically ill patients whilst being the voice of critical care nursing nationally.

Ian Naldrett has continued as the Chair of the Organisation.

**Members' liability**

The Members of the Charitable Company are the original subscribers to the memorandum of association and anyone admitted as a member by the National Board and members guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up.

### Statement of Trustees' responsibilities

The Trustees (who are also the directors of the Charitable Company for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial . Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Charitable Company and of its incoming resources and application of resources, including its income and expenditure, 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 of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) 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 business.

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.

Approved by order of the members of the board of Trustees on 21 March 2025 and signed on their behalf by:

Signed by:
Ian Naldrett
8E1594AC671C4B5...

**I Naldrett**
Chair

# INDEPENDENT EXAMINER'S REPORT
# FOR THE YEAR ENDED 31 DECEMBER 2024

**Independent examiner's report to the Trustees of The British Association of Critical Care Nurses ('the Charitable Company')**

I report to the charity Trustees on my examination of the accounts of the Charitable Company for the year ended 31 December 2024.

**Responsibilities and basis of report**

As the Trustees of the Charitable Company (and 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 Charitable 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 the Charitable Company's accounts 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**

Since the Charitable Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of The Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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 Charitable 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.

## INDEPENDENT EXAMINER'S REPORT (CONTINUED)
## FOR THE YEAR ENDED 31 DECEMBER 2024

This report is made solely to the Charitable Company's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charitable Company's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charitable Company and the Charitable Company's Trustees as a body, for my work or for this report.

DocuSigned by:
Signed: Detlev Anderson
8228AFA7794A4DC... Dated: 15 September 2025

Detlev Anderson FCA

**Kinnair Associates Limited**
Chartered Accountants
Aston House
Redburn Road
Newcastle upon Tyne
NE5 1NB

## STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31 DECEMBER 2024

| | Note | Unrestricted funds 2024 £ | Total funds 2024 £ | *Total funds 2023 £* |
|---|---|---|---|---|
| **Income from:** | | | | |
| Donations and legacies | 3 | **68,562** | **68,562** | *6,720* |
| Charitable activities | 4 | **240,376** | **240,376** | *210,384* |
| Investments | 5 | **1,522** | **1,522** | *1,253* |
| **Total income** | | **310,460** | **310,460** | *218,357* |
| **Expenditure on:** | | | | |
| Charitable activities | 6 | **175,334** | **175,334** | *154,691* |
| **Total expenditure** | | **175,334** | **175,334** | *154,691* |
| **Net movement in funds** | | **135,126** | **135,126** | *63,666* |
| **Reconciliation of funds:** | | | | |
| Total funds brought forward | | **343,944** | **343,944** | *280,278* |
| Net movement in funds | | **135,126** | **135,126** | *63,666* |
| **Total funds carried forward** | | **479,070** | **479,070** | *343,944* |

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

The notes on pages 12 to 23 form part of these financial statements.

**THE BRITISH ASSOCIATION OF CRITICAL CARE NURSES**
**(A company limited by guarantee)**
**REGISTERED NUMBER: 04261320**

## BALANCE SHEET
## AS AT 31 DECEMBER 2024

| | Note | | 2024 £ | | *2023 £* |
|---|---|---|---|---|---|
| **Fixed assets** | | | | | |
| Investments | 10 | | **1** | | *1* |
| | | | **1** | | *1* |
| **Current assets** | | | | | |
| Debtors | 11 | **122,201** | | *31,145* | |
| Cash at bank and in hand | | **408,975** | | *338,017* | |
| | | **531,176** | | *369,162* | |
| **Current liabilities** | | | | | |
| Creditors: amounts falling due within one year | 12 | **(52,107)** | | *(25,219)* | |
| **Net current assets** | | | **479,069** | | *343,943* |
| **Total net assets** | | | **479,070** | | *343,944* |
| **Charity funds** | | | | | |
| Unrestricted funds | 14 | | **479,070** | | *343,944* |
| **Total funds** | | | **479,070** | | *343,944* |

The Charitable Company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

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

The financial statements were approved and authorised for issue by the Trustees on 21 March 2025 and signed on their behalf by:

Signed by:
Ian Naldrett
8E1594AC671C4B5...

**I Naldrett**
Chair

DocuSigned by:
8FEF8731A8264A9...

**P K McCready**
Treasurer

The notes on pages 12 to 23 form part of these financial statements.

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

## 1. General information

The British Association of Critical Care Nurses is a private Company limited by guarantee, incorporated in England and Wales, registration number 04261320 and charity number 1102030. The address of its registered office is disclosed in the Reference and Administrative Details section of these financial statements.

## 2. Accounting policies

### 2.1 Basis of preparation of financial statements

The financial statements 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), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The British Association of Critical Care Nurses meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

These financial statements are in respect of the Charity only. The Charity is not required to prepare group accounts as the group headed by it is a small group.

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

### 2.2 Going concern

The Trustees have a reasonable expectation that the Charitable Company has adequate resources to continue in operational existence for the foreseeable future. The Charitable Company has net current assets and no need for finance. Based on this the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

### 2.3 Income

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

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

## 2. Accounting policies (continued)

### 2.4 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.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Charitable Company's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

### 2.5 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Charitable Company; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

### 2.6 Investments

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance sheet date, unless the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as ‘Gains/(Losses) on investments’ in the Statement of financial activities.

Investments in subsidiaries are valued at cost less provision for impairment.

### 2.7 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

### 2.8 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.

### 2.9 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charitable Company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

## 2. Accounting policies (continued)

### 2.10 Financial instruments

The Charitable Company 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 with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

### 2.11 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 Charitable Company and which have not been designated for other purposes.

Investment income, gains and losses are allocated to the appropriate fund.

## 3. Income from donations and legacies

| | Unrestricted funds 2024 £ | Total funds 2024 £ |
|---|---|---|
| Donations | 68,562 | **68,562** |

| | *Unrestricted funds 2023 £* | *Total funds 2023 £* |
|---|---|---|
| Donations | *6,720* | *6,720* |

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

## 4. Income from charitable activities

| | **Unrestricted funds 2024 £** | **Total funds 2024 £** |
|---|---|---|
| Membership fees | 79,208 | **79,208** |
| Sponsorship income | 73 | **73** |
| Journal income | 150,299 | **150,299** |
| Corporate partner fees | 10,796 | **10,796** |
| | - | **-** |
| **Total 2024** | 240,376 | **240,376** |

| | *Unrestricted funds 2023 £* | *Total funds 2023 £* |
|---|---|---|
| Membership fees | *82,280* | *82,280* |
| Sponsorship income | *13* | *13* |
| Journal income | *113,452* | *113,452* |
| Corporate partner fees | *14,639* | *14,639* |
| *Total 2023* | *210,384* | *210,384* |

## 5. Investment income

| | **Unrestricted funds 2024 £** | **Total funds 2024 £** |
|---|---|---|
| Bank interest receivable | 1,522 | **1,522** |

## 5. Investment income (continued)

| | *Unrestricted funds 2023 £* | *Total funds 2023 £* |
|---|---|---|
| Bank interest receivable | *1,253* | *1,253* |

## 6. Analysis of expenditure on charitable activities

### Summary by fund type

| | **Unrestricted funds 2024 £** | **Total 2024 £** |
|---|---|---|
| Educational and training activities | 175,334 | **175,334** |

| | *Unrestricted funds 2023 £* | *Total 2023 £* |
|---|---|---|
| Educational and training activities | *154,691* | *154,691* |

## 7. Analysis of expenditure by activities

| | **Activities undertaken directly 2024 £** | **Support costs 2024 £** | **Total funds 2024 £** |
|---|---|---|---|
| Educational and training activities | 113,368 | 61,966 | **175,334** |

## 7. Analysis of expenditure by activities (continued)

| | *Activities undertaken directly 2023 £* | *Support costs 2023 £* | *Total funds 2023 £* |
|---|---|---|---|
| Educational and training activities | *96,612* | *58,079* | *154,691* |

### Analysis of direct costs

| | **Educational and training 2024 £** | **Total funds 2024 £** |
|---|---|---|
| Net expenditure/(income) of regional branches | 3,735 | **3,735** |
| Awards and prizes | 272 | **272** |
| Scholarships and grants paid to individuals | 23,246 | **23,246** |
| Professional journal costs | 40,000 | **40,000** |
| Management charge | 42,047 | **42,047** |
| EfCCNa subscriptions | 4,068 | **4,068** |
| **Total 2024** | 113,368 | **113,368** |

| | *Educational and training 2023 £* | *Total funds 2023 £* |
|---|---|---|
| Net expenditure/(income) of regional branches | *3,689* | *3,689* |
| Awards and prizes | *2,184* | *2,184* |
| Scholarships and grants paid to individuals | *6,431* | *6,431* |
| Professional journal costs | *39,997* | *39,997* |
| Management charge | *39,949* | *39,949* |
| EfCCNa subscriptions | *4,362* | *4,362* |
| *Total 2023* | *96,612* | *96,612* |

## 7. Analysis of expenditure by activities (continued)

### Analysis of support costs

| | **Educational and training 2024 £** | **Total funds 2024 £** |
|---|---|---|
| Management charge | 42,047 | **42,047** |
| Internet, telephone and website costs | 3,552 | **3,552** |
| Postage, stationery and storage | 137 | **137** |
| Bank charges | 2,373 | **2,373** |
| Travel and subsistence costs | 2,610 | **2,610** |
| Insurance | 1,703 | **1,703** |
| Legal and professional costs | 513 | **513** |
| Governance costs | 6,816 | **6,816** |
| Training costs | 2,215 | **2,215** |
| **Total 2024** | 61,966 | **61,966** |

| | *Educational and training 2023 £* | *Total funds 2023 £* |
|---|---|---|
| Advertising and publicity | *1,559* | *1,559* |
| Management charge | *39,949* | *39,949* |
| Internet, telephone and website costs | *2,555* | *2,555* |
| Postage, stationery and storage | *281* | *281* |
| Bank charges | *2,827* | *2,827* |
| Travel and subsistence costs | *628* | *628* |
| Insurance | *1,472* | *1,472* |
| Legal and professional costs | *470* | *470* |
| Governance costs | *8,338* | *8,338* |
| *Total 2023* | *58,079* | *58,079* |

Governance costs comprise:

| | **2024** **£** | *2023* *£* |
|---|---|---|
| Independent examiner's remuneration | **2,650** | *2,480* |
| Board meeting costs | **4,166** | *5,858* |
| | **6,816** | *8,338* |

## 8. Independent examiner's remuneration

| | **2024** **£** | *2023* *£* |
|---|---|---|
| Fees payable to the Charitable Company's independent examiner for the preparation and independent examination of the Charitable Company's annual accounts | **2,650** | *2,480* |
| Fees payable to the Charitable Company's independent examiner in respect of: | | |
| All other services not included above | **500** | *470* |

## 9. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits *(2023 - £NIL)*.

During the year ended 31 December 2024, expenses totalling £1,802 were reimbursed or paid directly to 6 Trustees *(2023 - £3,076 to 8 Trustees)*. Reimbursed expenses were for travel to board meetings, executive meetings and meetings relating to the Trustees' role.

## 10. Fixed asset investments

| | Investments in subsidiary companies £ |
|---|---|
| **Cost or valuation** | |
| At 1 January 2024 | **1** |
| At 31 December 2024 | **1** |
| **Net book value** | |
| At 31 December 2024 | **1** |
| *At 31 December 2023* | *1* |

**Principal subsidiaries**

The following was a subsidiary undertaking of the Charitable Company:

| Name | Company number | Registered office or principal place of business | Principal activity |
|---|---|---|---|
| BACCN (UK) Limited | 04990351 | Unit 14 the Stottie Shed, Baker's Yard Christon Road, Gosforth Newcastle upon Tyne NE3 1XD | Organisation of courses for nurses and other healthcare workers |

| Class of shares | Holding |
|---|---|
| Ordinary | 100% |

The financial results of the subsidiary for the year were:

| Name | Income £ | Expenditure £ | Profit for the year £ | Net assets £ |
|---|---|---|---|---|
| BACCN (UK) Limited | **220,180** | **(211,752)** | **8,428** | **15,115** |

## 11. Debtors

| | 2024<br>£ | *2023*<br>*£* |
|---|---|---|
| **Due within one year** | | |
| Trade debtors | **53,837** | *355* |
| Amounts owed by group undertakings | **10,075** | *-* |
| VAT repayable | **-** | *58* |
| Prepayments and accrued income | **58,289** | *30,732* |
| | **122,201** | *31,145* |

## 12. Creditors: Amounts falling due within one year

| | 2024<br>£ | *2023*<br>*£* |
|---|---|---|
| Trade creditors | **19,779** | *17,429* |
| Other taxation and social security | **4,108** | *591* |
| Other creditors | **66** | *-* |
| Accruals and deferred income | **28,154** | *7,199* |
| | **52,107** | *25,219* |

## 13. Financial instruments

| | 2024<br>£ | *2023*<br>*£* |
|---|---|---|
| **Financial assets** | | |
| Financial assets measured at fair value through income and expenditure | **408,975** | *338,017* |

Financial assets measured at fair value through income and expenditure comprise bank balances.

## 14. Statement of funds

### Statement of funds - current year

| | Balance at 1 January 2024 £ | Income £ | Expenditure £ | Balance at 31 December 2024 £ |
|---|---|---|---|---|
| **Unrestricted funds** | | | | |
| General funds | **343,944** | **310,460** | **(175,334)** | **479,070** |

### Statement of funds - prior year

| | *Balance at 1 January 2023 £* | *Income £* | *Expenditure £* | *Balance at 31 December 2023 £* |
|---|---|---|---|---|
| **Unrestricted funds** | | | | |
| General funds | *280,278* | *218,357* | *(154,691)* | *343,944* |

## 15. Analysis of net assets between funds

### Analysis of net assets between funds - current period

| | Unrestricted funds 2024 £ | Total funds 2024 £ |
|---|---|---|
| Fixed asset investments | 1 | **1** |
| Current assets | 531,176 | **531,176** |
| Creditors due within one year | (52,107) | **(52,107)** |
| **Total** | 479,070 | **479,070** |

## 15. Analysis of net assets between funds (continued)

### Analysis of net assets between funds - prior period

| | *Unrestricted funds 2023 £* | *Total funds 2023 £* |
|---|---|---|
| Fixed asset investments | *1* | *1* |
| Current assets | *369,162* | *369,162* |
| Creditors due within one year | *(25,219)* | *(25,219)* |
| **Total** | *343,944* | *343,944* |

## 16. Related party transactions

The Charitable Company received a gift aid donation of £68,562 (2023 - ££6,720) from its 100% owned Subsidiary BACCN (UK) Limited and was owed £10,075 (2023 - £Nil) at the year end.

# Accounts

**Registered number: 04261320**
**Charity number: 1102030**

# THE BRITISH ASSOCIATION OF CRITICAL CARE NURSES

**(A company limited by guarantee)**

## UNAUDITED

## TRUSTEES' REPORT AND FINANCIAL STATEMENTS

## FOR THE YEAR ENDED 31 DECEMBER 2023

**THE BRITISH ASSOCIATION OF CRITICAL CARE NURSES**
**(A company limited by guarantee)**

## CONTENTS

## REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITABLE COMPANY, ITS TRUSTEES AND ADVISERS FOR THE YEAR ENDED 31 DECEMBER 2023

### Trustees



### Company registered number

04261320

### Charity registered number

1102030

### Registered office

Unit 14, The Stottie Shed
Baker's Yard
Christon Road
Gosforth
Newcastle upon Tyne
NE3 1XD

### Accountants

Kinnair Associates Limited
Chartered Accountants
Aston House
Redburn Road
Newcastle upon Tyne
NE5 1NB

## REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITABLE COMPANY, ITS TRUSTEES AND ADVISERS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2023

### Bankers

Barclays Bank Plc
Newcastle City
Leicester
Leicestershire
LE87 2BB

Lloyds Bank Plc
36 Market Street
Eastleigh
Hampshire
S050 9YT

## TRUSTEES' REPORT
## FOR THE YEAR ENDED 31 DECEMBER 2023

The Trustees present their annual report together with the financial statements of the Charitable Company for the year from 1 January 2023 to 31 December 2023. The Annual report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the Charitable Company qualifies as small under section 382 of the Companies Act 2006, the Strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

### Objectives and activities

- **Policies and objectives**

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

The principal object of the Charitable Company is to advance the art and science of critical care nursing, in particular, the education and training of nurses and other health care workers caring for critically ill and dependent patients for the public benefit.

- **Activities undertaken to achieve objectives**

The Charitable Company promotes public benefit by providing educational and training opportunities for critical care nurses, thus ensuring that patients will receive a superior standard of care from nurses and other health care workers. As this treatment is received by those patients of the NHS, people in poverty are not excluded from the opportunity to benefit.

### Achievements and performance

- **Review of activities**

In 2023 the organisation achieved a range of developments and activities. These include:

- Organised an annual conference in Nottingham;
- Promoted international collaboration within the specialty of critical care through membership of the European Federation of Critical Care Nurses Associations;
- Contributed where appropriate to national strategic direction of critical care nursing through participation in and feedback to organisations such as: the Department of Health’s Clinical Reference Group for Adult Critical Care, the Critical Care Leadership Forum, the UK Critical Care Nursing Alliance, Public Health England - Infections in Critical Care Quality Improvement Programme, CC3N National Critical Care Competency Education Group, the National Institute of Health and Clinical Excellence and the National Confidential Enquiry into Patient Outcome and Death;
- Continued to promote and fund critical care nursing research through grants;

**Achievements and performance (continued)**

- Continued to strengthen relationships with the regions through national board member support offered virtually;
- Provided quality assurance for online study events both from BACCN and non BACCN by the review of educational material and awarding of Continuing Professional Development Points;
- Provided quality assurance for study events both BACCN and non BACCN by reviewing of educational material and awarding of Continuing Professional Development Points; and
- Promoted corporate partner and endorsement packages.

**● Investment policy and performance**

The Charitable Company has an active trading subsidiary, BACCN (UK) Limited, that currently organises conferences for nurses and other health care professionals in support of the charitable company's objects. When there are accumulated profits of the subsidiary these are gifted to the Charitable Company. The subsidiary contributed £6,720 (2022: £Nil) to the Charitable Company in the year under gift aid. Further details of the performance of the subsidiary can be found in the financial statements of the subsidiary company.

**Financial review**

**● Going concern**

After making appropriate enquiries the Trustees have a reasonable expectation that the Charitable Company 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.

**● Reserves policy**

The Charitable Company reviews its levels of reserves each year with the Treasurer and the National Board, in order to ensure that the level of free reserves (that is those which are not invested in fixed assets, designated for specific purposes or otherwise committed) is appropriate to meeting the Charitable Company’s needs effectively.

A sufficient level of free reserves needs to be maintained to ensure that resources are available to provide grants or scholarships as required, as well as to cover at least six months forecast costs for the national and Regional Committees. In addition, at the year end it is necessary to hold sufficient funds to finance the forthcoming Annual Conference. The Treasurer and National Board consider that the appropriate level of reserves should be approximately £200,000 (2022: £200,000). This figure is in line with previous year as financial performance of the Charitable Company remains relatively stable. The Trustees will continue to monitor reserves levels.

## TRUSTEES' REPORT (CONTINUED)
## FOR THE YEAR ENDED 31 DECEMBER 2023

### Structure, governance and management

- **Constitution**

The British Association of Critical Care Nurses is registered as a charitable company limited by guarantee and was set up by a Trust deed.

The Charitable Company is constituted under a Memorandum of Association dated 30 July 2001 and is a registered charity number 1102030.

The principal object of the Charitable Company is to advance the art and science of critical care nursing, in particular, the education and training of nurses and other health care workers caring for critically ill and dependent patients for the public benefit.

- **Methods of appointment or election of Trustees**

The management of the Charitable Company is the responsibility of the Trustees who are elected and co-opted under the terms of the Trust deed.

The National Board is elected by the membership to serve for a two-year period. Each Board Member holds a specific role and is able to stand for re-election after the two-year period of service. National Board Members come from various positions and roles within critical care and critical care education and from around the UK.

New Trustees are provided with a copy of the Memorandum and Articles of Association and are fully informed of their legal obligations under charity and company law. Trustees are encouraged to attend appropriate external courses to enable them to carry out their role.

- **Organisational structure and decision-making policies**

The management of the Charitable Company is the responsibility of the Trustees who are elected and co-opted under the terms of the Articles of Association.

Details of the membership of the National Board are given on page one. They are elected by the Members of the Association at the Annual General Meeting to serve for a two-year period. Each Board Member holds a specific role and is able to stand for re-election after the two-year period of service. The Board also have two further roles being fulfilled by co-opted members. Co-opted members are able to stand for election as full members to the Board at the next available AGM. The Board meets quarterly with each meeting scheduled to last for two days and also at the National Conference. There are also opportunities for any regional committee member to attend board meetings. Board decisions are made by the majority and the Chair has the casting vote.

- **Financial risk management**

The Trustees have assessed the major risks to which the Charitable Company is exposed, in particular those related to the operations and finances of the Charitable Company, and are satisfied that systems and procedures are in place to mitigate exposure to the major risks.

**Plans for future periods**

Future Goals for 2024 to:

- Continue to work with BACCN regions and Link Members to progress and develop the association at both a regional and national level;
- Develop further international collaboration within the specialty of critical care by maintaining membership of the European Federation of Critical Care Nursing Associations;
- Further strengthen our journal Nursing in Critical Care to ensure it continues to be contemporary and reflect the diverse needs of our membership through the online only option;
- Continue to support our membership through grants and learning materials;
- Further develop our innovative and high-quality conference schedule; and
- Continue to promote safe nursing care to critically ill patients whilst being the voice of critical care nursing nationally.

Nicola Credland stepped down from the Board at the September 2023 meeting and Ian Naldrett took on the role as Chair on the same day.

**Members' liability**

The Members of the Charitable Company are the original subscribers to the memorandum of association and anyone admitted as a member by the National Board and members guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up.

**Statement of Trustees' responsibilities**

The Trustees (who are also the directors of the Charitable Company for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Charitable Company and of its incoming resources and application of resources, including its income and expenditure, 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 of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) 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 business.

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.

Approved by order of the members of the board of Trustees on 15 June 2024 and signed on their behalf by:

Signed by:
Ian Naldrett
8E1594AC671C4B5...

**I Naldrett**

# INDEPENDENT EXAMINER'S REPORT
# FOR THE YEAR ENDED 31 DECEMBER 2023

**Independent examiner's report to the Trustees of The British Association of Critical Care Nurses ('the Charitable Company')**

I report to the charity Trustees on my examination of the accounts of the Charitable Company for the year ended 31 December 2023.

**Responsibilities and basis of report**

As the Trustees of the Charitable Company (and 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 Charitable 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 the Charitable Company's accounts 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 Charitable 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.

This report is made solely to the Charitable Company's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charitable Company's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charitable Company and the Charitable Company's Trustees as a body, for my work or for this report.

Signed: DocuSigned by: Detlev Anderson 8228AFA7794A4DC... Dated: 18 June 2024

Detlev Anderson FCA

**Kinnair Associates Limited**
Chartered Accountants
Aston House
Redburn Road
Newcastle upon Tyne
NE5 1NB

## STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31 DECEMBER 2023

| | Note | Unrestricted funds 2023 £ | Total funds 2023 £ | *Total funds 2022 £* |
|---|---|---|---|---|
| **Income from:** | | | | |
| Donations and legacies | 3 | **6,720** | **6,720** | *-* |
| Charitable activities | 4 | **210,384** | **210,384** | *170,246* |
| Investments | 5 | **1,253** | **1,253** | *265* |
| **Total income** | | **218,357** | **218,357** | *170,511* |
| **Expenditure on:** | | | | |
| Charitable activities | 6 | **154,691** | **154,691** | *161,345* |
| **Total expenditure** | | **154,691** | **154,691** | *161,345* |
| **Net movement in funds** | | **63,666** | **63,666** | *9,166* |
| **Reconciliation of funds:** | | | | |
| Total funds brought forward | | **280,278** | **280,278** | *271,112* |
| Net movement in funds | | **63,666** | **63,666** | *9,166* |
| **Total funds carried forward** | | **343,944** | **343,944** | *280,278* |

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

The notes on pages 11 to 22 form part of these financial statements.

**THE BRITISH ASSOCIATION OF CRITICAL CARE NURSES**
**(A company limited by guarantee)**
**REGISTERED NUMBER: 04261320**

## BALANCE SHEET
## AS AT 31 DECEMBER 2023

| | Note | | 2023 £ | | 2022 £ |
|---|---|---|---|---|---|
| **Fixed assets** | | | | | |
| Investments | 10 | | **1** | | *1* |
| | | | **1** | | *1* |
| **Current assets** | | | | | |
| Debtors | 11 | **31,145** | | *45,449* | |
| Cash at bank and in hand | | **338,017** | | *264,553* | |
| | | **369,162** | | *310,002* | |
| Creditors: amounts falling due within one year | 12 | **(25,219)** | | *(29,725)* | |
| **Net current assets** | | | **343,943** | | *280,277* |
| **Total net assets** | | | **343,944** | | *280,278* |
| **Charity funds** | | | | | |
| Unrestricted funds | 14 | | **343,944** | | *280,278* |
| **Total funds** | | | **343,944** | | *280,278* |

The Charitable Company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

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

The financial statements were approved and authorised for issue by the Trustees on 15 June 2024 and signed on their behalf by:

Signed by:
Ian Naldrett
8E1594AC671C4B5...

**I Naldrett**

DocuSigned by:
8FEF8731A8264A9...

**P K McCready**

The notes on pages 11 to 22 form part of these financial statements.

## 1. General information

The British Association of Critical Care Nurses is a private Company limited by guarantee, incorporated in England and Wales, registration number 04261320 and charity number 1102030. The address of its registered office is disclosed in the Reference and Administrative Details section of these financial statements.

## 2. Accounting policies

### 2.1 Basis of preparation of financial statements

The financial statements 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), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The British Association of Critical Care Nurses meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

### 2.2 Going concern

The Trustees have a reasonable expectation that the Charitable Company has adequate resources to continue in operational existence for the foreseeable future. The Charitable Company has net current assets and no need for finance. Based on this the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

### 2.3 Income

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

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

## 2. Accounting policies (continued)

### 2.4 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.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Charitable Company's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

### 2.5 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Charitable Company; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

### 2.6 Investments

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance sheet date, unless the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as ‘Gains/(Losses) on investments’ in the Statement of financial activities.

Investments in subsidiaries are valued at cost less provision for impairment.

### 2.7 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

### 2.8 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.

### 2.9 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charitable Company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

## 2. Accounting policies (continued)

### 2.10 Financial instruments

The Charitable Company 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 with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

### 2.11 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 Charitable Company and which have not been designated for other purposes.

Investment income, gains and losses are allocated to the appropriate fund.

## 3. Income from donations and legacies

| | **Unrestricted funds 2023 £** | **Total funds 2023 £** | *Total funds 2022 £* |
|---|---|---|---|
| Donations | 6,720 | **6,720** | - |

## 4. Income from charitable activities

| | **Unrestricted funds 2023 £** | **Total funds 2023 £** |
|---|---|---|
| Membership fees | 82,280 | **82,280** |
| Sponsorship income | 13 | **13** |
| Journal income | 113,452 | **113,452** |
| Corporate partner fees | 14,639 | **14,639** |
| CPD sales | - | **-** |
| **Total 2023** | 210,384 | **210,384** |

## 4. Income from charitable activities (continued)

| | *Unrestricted funds 2022 £* | *Total funds 2022 £* |
|---|---|---|
| Membership fees | *76,498* | *76,498* |
| Sponsorship income | *49* | *49* |
| Journal income | *83,668* | *83,668* |
| Corporate partner fees | *9,231* | *9,231* |
| CPD sales | *800* | *800* |
| *Total 2022* | *170,246* | *170,246* |

## 5. Investment income

| | **Unrestricted funds 2023 £** | **Total funds 2023 £** |
|---|---|---|
| Bank interest receivable | 1,253 | **1,253** |

| | *Unrestricted funds 2022 £* | *Total funds 2022 £* |
|---|---|---|
| Bank interest receivable | *265* | *265* |

## 6. Analysis of expenditure on charitable activities

**Summary by fund type**

| | Unrestricted funds 2023 £ | Total 2023 £ |
|---|---|---|
| Educational and training activities | 154,691 | **154,691** |

| | *Unrestricted funds 2022 £* | *Total 2022 £* |
|---|---|---|
| Educational and training activities | *161,345* | *161,345* |

## 7. Analysis of expenditure by activities

| | Activities undertaken directly 2023 £ | Support costs 2023 £ | Total funds 2023 £ |
|---|---|---|---|
| Educational and training activities | 96,612 | 58,079 | **154,691** |

| | *Activities undertaken directly 2022 £* | *Support costs 2022 £* | *Total funds 2022 £* |
|---|---|---|---|
| Educational and training activities | *108,428* | *52,917* | *161,345* |

## 7. Analysis of expenditure by activities (continued)

### Analysis of direct costs

| | **Educational and training 2023 £** | **Total funds 2023 £** |
|---|---|---|
| Net expenditure/(income) of regional branches | 3,689 | **3,689** |
| Awards and prizes | 2,184 | **2,184** |
| Scholarships and grants paid to individuals | 6,431 | **6,431** |
| Professional journal costs | 39,997 | **39,997** |
| Management charge | 39,949 | **39,949** |
| EfCCNa subscriptions | 4,362 | **4,362** |
| **Total 2023** | 96,612 | **96,612** |

| | *Educational and training 2022 £* | *Total funds 2022 £* |
|---|---|---|
| Net expenditure/(income) of regional branches | *1,762* | *1,762* |
| Awards and prizes | *4,799* | *4,799* |
| Scholarships and grants paid to individuals | *7,082* | *7,082* |
| Professional journal costs | *56,410* | *56,410* |
| Regional engagement costs | *78* | *78* |
| Management charge | *36,119* | *36,119* |
| EfCCNa subscriptions | *2,178* | *2,178* |
| *Total 2022* | *108,428* | *108,428* |

## 7. Analysis of expenditure by activities (continued)

### Analysis of support costs

| | Educational and training 2023 £ | Total funds 2023 £ |
|---|---|---|
| Advertising and publicity | 1,559 | **1,559** |
| Management charge | 39,949 | **39,949** |
| Internet, telephone and website costs | 2,555 | **2,555** |
| Postage, stationery and storage | 281 | **281** |
| Bank charges | 2,827 | **2,827** |
| Travel and subsistence costs | 628 | **628** |
| Insurance | 1,472 | **1,472** |
| Legal and professional costs | 470 | **470** |
| Governance costs | 8,338 | **8,338** |
| **Total 2023** | 58,079 | **58,079** |

| | *Educational and training 2022 £* | *Total funds 2022 £* |
|---|---|---|
| Advertising and publicity | *617* | *617* |
| Management charge | *36,119* | *36,119* |
| Internet, telephone and website costs | *2,378* | *2,378* |
| Postage, stationery and storage | *60* | *60* |
| Bank charges | *2,395* | *2,395* |
| Travel and subsistence costs | *677* | *677* |
| Insurance | *1,426* | *1,426* |
| Legal and professional costs | *453* | *453* |
| Governance costs | *8,791* | *8,791* |
| Bad debts | *1* | *1* |
| *Total 2022* | *52,917* | *52,917* |

Governance costs comprise:

| | **2023**<br>**£** | *2022*<br>*£* |
|---|---|---|
| Independent examiner's remuneration | **2,480** | *2,310* |
| Board meeting costs | **5,858** | *6,481* |
| | **8,338** | *8,791* |

## 8. Independent examiner's remuneration

| | **2023**<br>**£** | *2022*<br>*£* |
|---|---|---|
| Fees payable to the Charitable Company's independent examiner for the preparation and independent examination of the Charitable Company's annual accounts | **2,480** | *2,310* |
| Fees payable to the Charitable Company's independent examiner in respect of: | | |
| All other services not included above | **470** | *440* |

## 9. Trustees' remuneration and expenses

During the previous year, payments totalling £640 were made to one Trustee for non-trustee consultancy services supplied to the charity. No such payments were made this year.

During the year ended 31 December 2023, expenses totalling £3,076 were reimbursed or paid directly to 8 Trustees *(2022 - £1,828 to 7 Trustees)*. Reimbursed expenses were for travel to board meetings, executive meetings and meetings relating to the Trustees' role.

## 10. Fixed asset investments

| | Investments in subsidiary companies £ |
|---|---|
| **Cost or valuation** | |
| At 1 January 2023 | **1** |
| At 31 December 2023 | **1** |
| **Net book value** | |
| At 31 December 2023 | **1** |
| *At 31 December 2022* | *1* |

**Principal subsidiaries**

The following was a subsidiary undertaking of the Charitable Company:

| Name | Company number | Registered office or principal place of business | Principal activity |
|---|---|---|---|
| BACCN (UK) Limited | 04990351 | Unit 14 the Stottie Shed, Baker's Yard Christon Road, Gosforth Newcastle upon Tyne NE3 1XD | Organisation of courses for nurses and other healthcare workers |

| Class of shares | Holding |
|---|---|
| Ordinary | 100% |

The financial results of the subsidiary for the year were:

| Name | Income £ | Expenditure £ | Profit for the year £ | Net assets £ |
|---|---|---|---|---|
| BACCN (UK) Limited | **277,121** | **206,008** | **71,113** | **74,758** |

**NOTES TO THE FINANCIAL STATEMENTS**
**FOR THE YEAR ENDED 31 DECEMBER 2023**

## 11. Debtors

| | 2023 | 2022 |
|---|---|---|
| | £ | £ |
| **Due within one year** | | |
| Trade debtors | **355** | *15,714* |
| Amounts owed by group undertakings | **-** | *15,834* |
| VAT repayable | **58** | - |
| Prepayments and accrued income | **30,732** | *13,901* |
| | **31,145** | *45,449* |

## 12. Creditors: Amounts falling due within one year

| | 2023 | 2022 |
|---|---|---|
| | £ | £ |
| Trade creditors | **17,429** | *9,608* |
| Other taxation and social security | **591** | *2,321* |
| Accruals and deferred income | **7,199** | *17,796* |
| | **25,219** | *29,725* |

## 13. Financial instruments

| | 2023 | 2022 |
|---|---|---|
| | £ | £ |
| **Financial assets** | | |
| Financial assets measured at fair value through income and expenditure | **338,017** | *264,553* |

Financial assets measured at fair value through income and expenditure comprise bank balances.

## 14. Statement of funds

### Statement of funds - current year

| | Balance at 1 January 2023 £ | Income £ | Expenditure £ | Balance at 31 December 2023 £ |
|---|---|---|---|---|
| **Unrestricted funds** | | | | |
| General funds | **280,278** | **218,357** | **(154,691)** | **343,944** |

### Statement of funds - prior year

| | *Balance at 1 January 2022 £* | *Income £* | *Expenditure £* | *Balance at 31 December 2022 £* |
|---|---|---|---|---|
| **Unrestricted funds** | | | | |
| General funds | *271,112* | *170,511* | *(161,345)* | *280,278* |

## 15. Analysis of net assets between funds

### Analysis of net assets between funds - current year

| | Unrestricted funds 2023 £ | Total funds 2023 £ |
|---|---|---|
| Fixed asset investments | 1 | **1** |
| Current assets | 369,162 | **369,162** |
| Creditors due within one year | (25,219) | **(25,219)** |
| **Total** | 343,944 | **343,944** |

## 15. Analysis of net assets between funds (continued)

### Analysis of net assets between funds - prior year

| | *Unrestricted funds 2022 £* | *Total funds 2022 £* |
|---|---|---|
| Fixed asset investments | *1* | *1* |
| Current assets | *310,002* | *310,002* |
| Creditors due within one year | *(29,725)* | *(29,725)* |
| **Total** | *280,278* | *280,278* |

## 16. Related party transactions

Consultancy services were received in the previous year from one of the Trustees of the charity as detailed in note 9. There were no related party transactions in the year ended 31 December 2023.

THE BRITISH ASSOCIATION OF CRITICAL CARE NURSES

England & Wales - Charity number 1102030

# Accounts

**Registered number: 04261320**
**Charity number: 1102030**

# THE BRITISH ASSOCIATION OF CRITICAL CARE NURSES

**(A company limited by guarantee)**

**UNAUDITED**

**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2022**

**THE BRITISH ASSOCIATION OF CRITICAL CARE NURSES**
**(A company limited by guarantee)**

## CONTENTS

# REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITABLE COMPANY, ITS TRUSTEES AND ADVISERS FOR THE YEAR ENDED 31 DECEMBER 2022

**Trustees**

N J Credland, Chair
S Bench
A Douglas (formerly A Pulleyn)
K Gerber
N Lee
P K McCready, Treasurer
F Monteiro
I Naldrett
C Plowright
L Stayt
R Sumnall
D Waters

**Company registered number**

04261320

**Charity registered number**

1102030

**Registered office**

Unit 14, The Stottie Shed
Baker's Yard
Christon Road
Gosforth
Newcastle upon Tyne
NE3 1XD

**Accountants**

Kinnair Associates Limited
Chartered Accountants
Aston House
Redburn Road
Newcastle upon Tyne
NE5 1NB

## REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITABLE COMPANY, ITS TRUSTEES AND ADVISERS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022

**Bankers**

Barclays Bank Plc
Newcastle City
Leicester
Leicestershire
LE87 2BB

Lloyds Bank Plc
36 Market Street
Eastleigh
Hampshire
S050 9YT

# TRUSTEES' REPORT
# FOR THE YEAR ENDED 31 DECEMBER 2022

The Trustees present their annual report together with the financial statements of the Charitable Company for the year from 1 January 2022 to 31 December 2022. The Annual report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the Charitable Company qualifies as small under section 382 of the Companies Act 2006, the Strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

## Objectives and activities

### ● Policies and objectives

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

The principal object of the Charitable Company is to advance the art and science of critical care nursing, in particular, the education and training of nurses and other health care workers caring for critically ill and dependent patients for the public benefit.

### ● Activities undertaken to achieve objectives

The Charitable Company promotes public benefit by providing educational and training opportunities for critical care nurses, thus ensuring that patients will receive a superior standard of care from nurses and other health care workers. As this treatment is received by those patients of the NHS, people in poverty are not excluded from the opportunity to benefit.

## Achievements and performance

### ● Review of activities

In 2022 the organisation achieved a range of developments and activities. These include:

- Organised and hosted a joint BACCN/IACCN conference in Belfast Northern Ireland. This was the first face to face conference since the onset of the COVID-19 pandemic.

- Promoted international collaboration within the specialty of critical care through membership of the European Federation of Critical Care Nurses Associations;

- Contributed where appropriate to national strategic direction of critical care nursing through participation in and feedback to organisations such as: the Department of Health's Clinical Reference Group for Adult Critical Care, the Critical Care Leadership Forum, the UK Critical Care Nursing Alliance, Public Health England - Infections in Critical Care Quality Improvement programme, CC3N National Critical Care Competency Education Group, the National Institute of Health and Clinical Excellence and the National Confidential Enquiry into Patient Outcome and Death;

- Continued to promote and fund critical care nursing research through grants;

**Achievements and performance (continued)**

- Continued to strengthen relationships with the regions through national board member support offered virtually;

- Provided quality assurance for online study events both from BACCN and non BACCN by the review of educational material and awarding of Continuing Professional Development Points;

- Provided quality assurance for study events both BACCN and non BACCN by reviewing of educational material and awarding of Continuing Professional Development Points; and

- Promoted corporate partner and endorsement packages.

**● Investment policy and performance**

The Charitable Company has an active trading subsidiary, BACCN (UK) Limited, that currently organises conferences for nurses and other health care professionals in support of the charitable company's objects. When there are accumulated profits of the subsidiary these are gifted to the Charitable Company. The subsidiary contributed £Nil (2021: £Nil) to the Charitable Company in the year under gift aid. Further details of the performance of the subsidiary can be found in the financial statements of the subsidiary company.

**Financial review**

**● Going concern**

After making appropriate enquiries the Trustees have a reasonable expectation that the Charitable Company 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.

**● Reserves policy**

The Charitable Company reviews its levels of reserves each year with the Treasurer and the National Board, in order to ensure that the level of free reserves (that is those which are not invested in fixed assets, designated for specific purposes or otherwise committed) is appropriate to meeting the Charitable Company’s needs effectively.

A sufficient level of free reserves needs to be maintained to ensure that resources are available to provide grants or scholarships as required, as well as to cover at least six months forecast costs for the national and Regional Committees. In addition, at the year end it is necessary to hold sufficient funds to finance the forthcoming Annual Conference. The Treasurer and National Board consider that the appropriate level of reserves should be approximately £200,000 (2021: £204,000). This figure is in line with previous year as financial performance of the Charitable Company remains relatively stable. The Trustees will continue to monitor reserves levels.

## Structure, governance and management

### ● Constitution

The British Association of Critical Care Nurses is registered as a charitable company limited by guarantee and was set up by a Trust deed.

The Charitable Company is constituted under a Memorandum of Association dated 30 July 2001 and is a registered charity number 1102030.

The principal object of the Charitable Company is to advance the art and science of critical care nursing, in particular, the education and training of nurses and other health care workers caring for critically ill and dependent patients for the public benefit.

### ● Methods of appointment or election of Trustees

The management of the Charitable Company is the responsibility of the Trustees who are elected and co-opted under the terms of the Trust deed.

The National Board is elected by the membership to serve for a two-year period. Each Board Member holds a specific role and is able to stand for re-election after the two-year period of service. National Board Members come from various positions and roles within critical care and critical care education and from around the UK.

New Trustees are provided with a copy of the Memorandum and Articles of Association and are fully informed of their legal obligations under charity and company law. Trustees are encouraged to attend appropriate external courses to enable them to carry out their role.

### ● Organisational structure and decision-making policies

The management of the Charitable Company is the responsibility of the Trustees who are elected and co-opted under the terms of the Articles of Association.

Details of the membership of the National Board are given on page one. They are elected by the Members of the
Association at the Annual General Meeting to serve for a two-year period. Each Board Member holds a specific role and is able to stand for re-election after the two-year period of service. The Board also have two further roles being fulfilled by co-opted members. Co-opted members are able to stand for election as full members to the Board at the next available AGM. The Board meets quarterly with each meeting scheduled to last for two days and also at the National Conference. There are also opportunities for any regional committee member to attend board meetings. Board decisions are made by the majority and the Chair has the casting vote.

### ● Financial risk management

The Trustees have assessed the major risks to which the Charitable Company is exposed, in particular those related to the operations and finances of the Charitable Company, and are satisfied that systems and procedures are in place to mitigate exposure to the major risks.

## Plans for future periods

Future Goals for 2023 to:

- Continue to work with BACCN regions and Link Members to progress and develop the association at both a regional and national level;
- Develop further international collaboration within the specialty of critical care by maintaining membership of the European Federation of Critical Care Nursing Associations;
- Further strengthen our journal Nursing in Critical Care to ensure it continues to be contemporary and reflect the diverse needs of our membership through the online only option;
- Continue to support our membership through grants and learning materials;
- Further develop our innovative and high-quality conference schedule; and
- Continue to promote safe nursing care to critically ill patients whilst being the voice of critical care nursing nationally.

Nicola Credland will be stepping down from the Board at the September 2023 AGM and Ian Naldrett will be taking on the role as Chair.

## Members' liability

The Members of the Charitable Company are the original subscribers to the memorandum of association and anyone admitted as a member by the National Board and members guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up.

## Statement of Trustees' responsibilities

The Trustees (who are also the directors of the Charitable Company for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Charitable Company and of its incoming resources and application of resources, including its income and expenditure, 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 of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) 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 business.

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.

Approved by order of the members of the board of Trustees on 12 September 2023 and signed on their behalf by:

DocuSigned by:
Nicki Credland
ACB5779E807E403...

**N J Credland**

**THE BRITISH ASSOCIATION OF CRITICAL CARE NURSES**

**(A company limited by guarantee)**

## INDEPENDENT EXAMINER'S REPORT
## FOR THE YEAR ENDED 31 DECEMBER 2022

**Independent examiner's report to the Trustees of The British Association of Critical Care Nurses ('the Charitable Company')**

I report to the charity Trustees on my examination of the accounts of the Charitable Company for the year ended 31 December 2022.

**Responsibilities and basis of report**

As the Trustees of the Charitable Company (and 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 Charitable 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 the Charitable Company's accounts 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 Charitable 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.

This report is made solely to the Charitable Company's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charitable Company's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charitable Company and the Charitable Company's Trustees as a body, for my work or for this report.

Signed: DocuSigned by: Detlev Anderson 8228AFA7794A4DC... Dated: 12 September 2023

Detlev Anderson FCA

**Kinnair Associates Limited**
Chartered Accountants
Aston House
Redburn Road
Newcastle upon Tyne
NE5 1NB

## STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31 DECEMBER 2022

| | Note | Unrestricted funds 2022 £ | Total funds 2022 £ | *Total funds 2021 £* |
|---|---|---|---|---|
| **Income from:** | | | | |
| Donations and legacies | 3 | **-** | **-** | *10,000* |
| Charitable activities | 4 | **170,246** | **170,246** | *173,379* |
| Investments | 5 | **265** | **265** | *661* |
| **Total income** | | **170,511** | **170,511** | *184,040* |
| **Expenditure on:** | | | | |
| Charitable activities | 6 | **161,345** | **161,345** | *142,351* |
| **Total expenditure** | | **161,345** | **161,345** | *142,351* |
| **Net movement in funds** | | **9,166** | **9,166** | *41,689* |
| **Reconciliation of funds:** | | | | |
| Total funds brought forward | | **271,112** | **271,112** | *229,423* |
| Net movement in funds | | **9,166** | **9,166** | *41,689* |
| **Total funds carried forward** | | **280,278** | **280,278** | *271,112* |

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

The notes on pages 11 to 22 form part of these financial statements.

**THE BRITISH ASSOCIATION OF CRITICAL CARE NURSES**
**(A company limited by guarantee)**
**REGISTERED NUMBER: 04261320**

## BALANCE SHEET
## AS AT 31 DECEMBER 2022

| | Note | | 2022 £ | | *2021 £* |
|---|---|---|---|---|---|
| **Fixed assets** | | | | | |
| Investments | 10 | | **1** | | *1* |
| | | | **1** | | *1* |
| **Current assets** | | | | | |
| Debtors | 11 | **45,449** | | *38,912* | |
| Cash at bank and in hand | | **264,553** | | *250,829* | |
| | | **310,002** | | *289,741* | |
| Creditors: amounts falling due within one year | 12 | **(29,725)** | | *(18,630)* | |
| **Net current assets** | | | **280,277** | | *271,111* |
| **Total net assets** | | | **280,278** | | *271,112* |
| **Charity funds** | | | | | |
| Unrestricted funds | 14 | | **280,278** | | *271,112* |
| **Total funds** | | | **280,278** | | *271,112* |

The Charitable Company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

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

The financial statements were approved and authorised for issue by the Trustees on 12 September 2023 and signed on their behalf by:

DocuSigned by:
Nicki Credland
ACB5779E807E403...

**N J Credland**

DocuSigned by:
8FEF8731A8264A9...

**P K McCready**

The notes on pages 11 to 22 form part of these financial statements.

## 1. General information

The British Association of Critical Care Nurses is a private Company limited by guarantee, incorporated in England and Wales, registration number 04261320 and charity number 1102030. The address of its registered office is disclosed in the Reference and Administrative Details section of these financial statements.

## 2. Accounting policies

### 2.1 Basis of preparation of financial statements

The financial statements 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), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The British Association of Critical Care Nurses meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

### 2.2 Going concern

The Trustees have a reasonable expectation that the Charitable Company has adequate resources to continue in operational existence for the foreseeable future. The Charitable Company has net current assets and no need for finance. Membership registrations have been strong to date and the 2023 conference event is forecast to be profitable. Based on this the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

### 2.3 Income

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

Grants are included in the Statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

## 2. Accounting policies (continued)

### 2.4 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.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Charitable Company's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

### 2.5 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Charitable Company; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

### 2.6 Investments

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance sheet date, unless the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as ‘Gains/(Losses) on investments’ in the Statement of financial activities.

Investments in subsidiaries are valued at cost less provision for impairment.

### 2.7 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

### 2.8 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.

### 2.9 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charitable Company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

## 2. Accounting policies (continued)

### 2.10 Financial instruments

The Charitable Company 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 with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

### 2.11 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 Charitable Company and which have not been designated for other purposes.

Investment income, gains and losses are allocated to the appropriate fund.

## 3. Income from donations and legacies

| | **Unrestricted funds 2022 £** | **Total funds 2022 £** |
|---|---|---|

| | *Unrestricted funds 2021 £* | *Total funds 2021 £* |
|---|---|---|
| Grants | *10,000* | *10,000* |

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022**

## 4. Income from charitable activities

| | Unrestricted funds 2022 £ | Total funds 2022 £ |
|---|---|---|
| Membership fees | 76,498 | **76,498** |
| Sponsorship income | 49 | **49** |
| Journal income | 83,668 | **83,668** |
| Corporate partner fees | 9,231 | **9,231** |
| CPD sales | 800 | **800** |
| **Total 2022** | 170,246 | **170,246** |

| | *Unrestricted funds 2021 £* | *Total funds 2021 £* |
|---|---|---|
| Membership fees | *83,918* | *83,918* |
| Sponsorship income | *7,200* | *7,200* |
| Journal income | *74,768* | *74,768* |
| Corporate partner fees | *7,493* | *7,493* |
| *Total 2021* | *173,379* | *173,379* |

## 5. Investment income

| | Unrestricted funds 2022 £ | Total funds 2022 £ |
|---|---|---|
| Bank interest receivable | 265 | **265** |

## 5. Investment income (continued)

| | *Unrestricted funds 2021 £* | *Total funds 2021 £* |
|---|---|---|
| Bank interest receivable | *661* | *661* |

## 6. Analysis of expenditure on charitable activities

### Summary by fund type

| | **Unrestricted funds 2022 £** | **Total 2022 £** |
|---|---|---|
| Educational and training activities | 161,345 | **161,345** |

| | *Unrestricted funds 2021 £* | *Total 2021 £* |
|---|---|---|
| Educational and training activities | *142,351* | *142,351* |

## 7. Analysis of expenditure by activities

| | **Activities undertaken directly 2022 £** | **Support costs 2022 £** | **Total funds 2022 £** |
|---|---|---|---|
| Educational and training activities | 108,428 | 52,917 | **161,345** |

## 7. Analysis of expenditure by activities (continued)

| | *Activities undertaken directly 2021 £* | *Support costs 2021 £* | *Total funds 2021 £* |
|---|---|---|---|
| Educational and training activities | *97,008* | *45,343* | *142,351* |

### Analysis of direct costs

| | **Educational and training 2022 £** | **Total funds 2022 £** |
|---|---|---|
| Net expenditure/(income) of regional branches | 1,762 | **1,762** |
| Awards and prizes | 4,799 | **4,799** |
| Scholarships and grants paid to individuals | 7,082 | **7,082** |
| Professional journal costs | 56,410 | **56,410** |
| Regional engagement costs | 78 | **78** |
| Management charge | 36,119 | **36,119** |
| EfCCNa subscriptions | 2,178 | **2,178** |
| **Total 2022** | 108,428 | **108,428** |

| | *Educational and training 2021 £* | *Total funds 2021 £* |
|---|---|---|
| Net expenditure/(income) of regional branches | *63* | *63* |
| Scholarships and grants paid to individuals | *4,188* | *4,188* |
| Professional journal costs | *56,410* | *56,410* |
| Regional engagement costs | *1,662* | *1,662* |
| Management charge | *34,650* | *34,650* |
| EfCCNa subscriptions | *35* | *35* |
| *Total 2021* | *97,008* | *97,008* |

## 7. Analysis of expenditure by activities (continued)

### Analysis of support costs

| | **Educational and training 2022 £** | **Total funds 2022 £** |
|---|---|---|
| Advertising and publicity | 617 | **617** |
| Management charge | 36,119 | **36,119** |
| Internet, telephone and website costs | 2,378 | **2,378** |
| Postage, stationery and storage | 60 | **60** |
| Bank charges | 2,395 | **2,395** |
| Travel and subsistence costs | 677 | **677** |
| Insurance | 1,426 | **1,426** |
| Legal and professional costs | 453 | **453** |
| Governance costs | 8,791 | **8,791** |
| Bad debts | 1 | **1** |
| **Total 2022** | 52,917 | **52,917** |

| | *Educational and training 2021 £* | *Total funds 2021 £* |
|---|---|---|
| Advertising and publicity | *360* | *360* |
| Management charge | *34,650* | *34,650* |
| Internet, telephone and website costs | *2,141* | *2,141* |
| Postage, stationery and storage | *92* | *92* |
| Bank charges | *2,283* | *2,283* |
| Travel and subsistence costs | *419* | *419* |
| Insurance | *1,194* | *1,194* |
| Legal and professional costs | *268* | *268* |
| Governance costs | *3,936* | *3,936* |
| *Total 2021* | *45,343* | *45,343* |

Governance costs comprise:

| | **2022** **£** | *2021* *£* |
|---|---|---|
| Independent examiner's remuneration | **2,310** | *2,180* |
| Board meeting costs | **6,481** | *1,756* |
| | **8,791** | *3,936* |

## 8. Independent examiner's remuneration

| | **2022** **£** | *2021* *£* |
|---|---|---|
| Fees payable to the Charitable Company's independent examiner for the preparation and independent examination of the Charitable Company's annual accounts | **2,310** | *2,180* |
| Fees payable to the Charitable Company's independent examiner in respect of: | | |
| All other services not included above | **440** | *268* |

## 9. Trustees' remuneration and expenses

During the year, payments totalling £640 were made to one Trustee for non-trustee consultancy services supplied to the charity (2021: £2,999 to one Trustee).

During the year ended 31 December 2022, expenses totalling £1,828 were reimbursed or paid directly to 7 Trustees *(2021 - £1,343 to 5 Trustees)*. Reimbursed expenses were for travel to board meetings, executive meetings and meetings relating to the Trustees' role.

## 10. Fixed asset investments

| | Investments in subsidiary companies £ |
|---|---|
| **Cost or valuation** | |
| At 1 January 2022 | **1** |
| At 31 December 2022 | **1** |
| **Net book value** | |
| At 31 December 2022 | **1** |
| *At 31 December 2021* | *1* |

**Principal subsidiaries**

The following was a subsidiary undertaking of the Charitable Company:

| Name | Company number | Registered office or principal place of business | Principal activity |
|---|---|---|---|
| BACCN (UK) Limited | 04990351 | Unit 14 the Stottie Shed, Baker's Yard Christon Road, Gosforth Newcastle upon Tyne NE3 1XD | Organisation of courses for nurses and other healthcare workers |

| Class of shares | Holding |
|---|---|
| Ordinary | 100% |

The financial results of the subsidiary for the year were:

| Name | Income £ | Expenditure £ | Profit for the year £ | Net assets £ |
|---|---|---|---|---|
| BACCN (UK) Limited | **238,567** | **210,880** | **27,687** | **3,695** |

## 11. Debtors

| | **2022** £ | *2021* £ |
|---|---|---|
| **Due within one year** | | |
| Trade debtors | **15,714** | *2,200* |
| Amounts owed by group undertakings | **15,834** | *28,409* |
| Prepayments and accrued income | **13,901** | *8,303* |
| | **45,449** | *38,912* |

## 12. Creditors: Amounts falling due within one year

| | **2022** £ | *2021* £ |
|---|---|---|
| Trade creditors | **9,608** | *7,006* |
| Other taxation and social security | **2,321** | *2,224* |
| Accruals and deferred income | **17,796** | *9,400* |
| | **29,725** | *18,630* |

## 13. Financial instruments

| | **2022** £ | *2021* £ |
|---|---|---|
| **Financial assets** | | |
| Financial assets measured at fair value through income and expenditure | **264,553** | *250,829* |

Financial assets measured at fair value through income and expenditure comprise bank balances.

## 14. Statement of funds

### Statement of funds - current year

| | Balance at 1 January 2022 £ | Income £ | Expenditure £ | Balance at 31 December 2022 £ |
|---|---|---|---|---|
| **Unrestricted funds** | | | | |
| General funds | **271,112** | **170,511** | **(161,345)** | **280,278** |

### Statement of funds - prior year

| | *Balance at 1 January 2021 £* | *Income £* | *Expenditure £* | *Balance at 31 December 2021 £* |
|---|---|---|---|---|
| **Unrestricted funds** | | | | |
| General funds | *229,423* | *184,040* | *(142,351)* | *271,112* |

## 15. Analysis of net assets between funds

### Analysis of net assets between funds - current year

| | Unrestricted funds 2022 £ | Total funds 2022 £ |
|---|---|---|
| Fixed asset investments | 1 | **1** |
| Current assets | 310,002 | **310,002** |
| Creditors due within one year | (29,725) | **(29,725)** |
| **Total** | 280,278 | **280,278** |

## 15. Analysis of net assets between funds (continued)

### Analysis of net assets between funds - prior year

| | *Unrestricted funds 2021 £* | *Total funds 2021 £* |
|---|---|---|
| Fixed asset investments | *1* | *1* |
| Current assets | *289,741* | *289,741* |
| Creditors due within one year | *(18,630)* | *(18,630)* |
| **Total** | *271,112* | *271,112* |

## 16. Related party transactions

Consultancy services were received from one of the Trustees of the charity as detailed in note 9.

# Accounts

**Registered number: 04261320**
**Charity number: 1102030**

# THE BRITISH ASSOCIATION OF CRITICAL CARE NURSES

**(A company limited by guarantee)**

## UNAUDITED

## TRUSTEES' REPORT AND FINANCIAL STATEMENTS

## FOR THE YEAR ENDED 31 DECEMBER 2021

**THE BRITISH ASSOCIATION OF CRITICAL CARE NURSES**
**(A company limited by guarantee)**

## CONTENTS

## REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITABLE COMPANY, ITS TRUSTEES AND ADVISERS FOR THE YEAR ENDED 31 DECEMBER 2021

### Trustees

N J Credland, Chair
S Bench
K Gerber
C Laws-Chapman (resigned 14 September 2021)
N Lee
P K McCready, Treasurer
F Monteiro
I Naldratt
C Plowright
A Pulleyn
L Stayt
D Waters
M Wilson (resigned 14 September 2021)

### Company registered number

04261320

### Charity registered number

1102030

### Registered office

Unit 14, The Stottie Shed
Baker's Yard
Christon Road
Gosforth
Newcastle upon Tyne
NE3 1XD

### Accountants

Kinnair Associates Limited
Chartered Accountants
Aston House
Redburn Road
Newcastle upon Tyne
NE5 1NB

## REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITABLE COMPANY, ITS TRUSTEES AND ADVISERS (CONTINUED)
## FOR THE YEAR ENDED 31 DECEMBER 2021

**Bankers**

Barclays Bank Plc
Newcastle City
Leicester
Leicestershire
LE87 2BB

Lloyds Bank Plc
36 Market Street
Eastleigh
Hampshire
S050 9YT

# TRUSTEES' REPORT
# FOR THE YEAR ENDED 31 DECEMBER 2021

The Trustees present their annual report together with the financial statements of the Charitable Company for the year 1 January 2021 to 31 December 2021. The Annual report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the Charitable Company qualifies as small under section 382 of the Companies Act 2006, the Strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

## Objectives and activities

- **Policies and objectives**

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

The principal object of the Charitable Company is to advance the art and science of critical care nursing, in particular, the education and training of nurses and other health care workers caring for critically ill and dependent patients for the public benefit.

- **Activities undertaken to achieve objectives**

The Charitable Company promotes public benefit by providing educational and training opportunities for critical care nurses, thus ensuring that patients will receive a superior standard of care from nurses and other health care workers. As this treatment is received by those patients of the NHS, people in poverty are not excluded from the opportunity to benefit.

## Achievements and performance

### ● Review of activities

In 2021 the organisation achieved a range of developments and activities. These include:

- Organised and hosted the 36th annual conference which was held virtually due to the COVID 19 pandemic;
- Promoted international collaboration within the specialty of critical care through membership of the European Federation of Critical Care Nurses Associations;
- Contributed where appropriate to national strategic direction of critical care nursing through participation in and feedback to organisations such as: the Department of Health's Clinical Reference Group for Adult Critical Care; the Critical Care Leadership Forum; the UK Critical Care Nursing Alliance, Public Health England - Infections in Critical Care Quality Improvement programme, CC3N National Critical Care Competency Education Group, the National Institute of Health and Clinical Excellence and the National Confidential Enquiry into Patient Outcome and Death;
- Continued to promote and fund critical care nursing research through grants;
- Continued to strengthen relationships with the regions through national board member support offered virtually;
- Provided quality assurance for online study events both from BACCN and non BACCN by the review of educational material and awarding of Continuing Professional Development Points;
- Moved our journal Nursing in Critical Care to an online only option;
- Provide quality assurance for study events both BACCN and non BACCN by reviewing of educational material and awarding of Continuing Professional Development Points; and
- Promoted corporate partner and endorsement packages.

### ● Investment policy and performance

The Charitable Company has an active trading subsidiary, BACCN (UK) Limited, that currently organises conferences for nurses and other health care professionals in support of the charitable company's objects. When there are accumulated profits of the subsidiary these are gifted to the Charitable Company. The subsidiary contributed £Nil (2020: £Nil) to the Charitable Company in the year under gift aid. Further details of the performance of the subsidiary can be found in the financial statements of the subsidiary company.

## Financial review

### ● Going concern

After making appropriate enquiries and considering the possible effects of the coronavirus pandemic, the Trustees have a reasonable expectation that the Charitable Company 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.

### ● Reserves policy

The Charitable Company reviews its levels of reserves each year with the Treasurer and the National Board, in order to ensure that the level of free reserves (that is those which are not invested in fixed assets, designated for specific purposes or otherwise committed) is appropriate to meeting the Charitable Company's needs effectively.

A sufficient level of free reserves needs to be maintained to ensure that resources are available to provide grants or scholarships as required, as well as to cover at least six months forecast costs for the national and Regional Committees. In addition, at the year end it is necessary to hold sufficient funds to finance the forthcoming Annual Conference. The treasurer and National Board consider that the appropriate level of reserves should be approximately £204,000 (2020: £220,000). This figure has decreased from the previous year as future financial performance of the Charitable Company has stabilised following the lifting of restrictions in relation to the on-going effects of the Coronavirus pandemic. The Trustees will continue to monitor reserves levels.

## Structure, governance and management

### ● Constitution

The British Association of Critical Care Nurses is registered as a charitable company limited by guarantee and was set up by a Trust deed.

The Charitable Company is constituted under a Memorandum of Association dated 30 July 2001 and is a registered charity number 1102030.

The principal object of the Charitable Company is to advance the art and science of critical care nursing, in particular, the education and training of nurses and other health care workers caring for critically ill and dependent patients for the public benefit.

### ● Methods of appointment or election of Trustees

The management of the Charitable Company is the responsibility of the Trustees who are elected and co-opted under the terms of the Trust deed.

The National Board is elected by the membership to serve for a two-year period. Each Board Member holds a specific role and is able to stand for re-election after the two-year period of service. National Board Members come from various positions and roles within critical care and critical care education and from around the UK.

New Trustees are provided with a copy of the Memorandum and Articles of Association and are fully informed of their legal obligations under charity and company law. Trustees are encouraged to attend appropriate external courses to enable them to carry out their role.

### Structure, governance and management (continued)

- **Organisational structure and decision-making policies**

The management of the Charitable Company is the responsibility of the Trustees who are elected and co-opted under the terms of the Articles of Association.

Details of the membership of the National Board are give on page one. They are elected by the Members of the Association at the Annual General Meeting to serve for a two-year period. Each Board Member holds a specific role and is able to stand for re-election after the two-year period of service. The Board also have two further roles being fulfilled by co-opted members. Co-opted members  are able to stand for election as full members to the Board at the next available AGM. The Board meets quarterly with each meeting scheduled to last for two days and also at the National Conference. There are also opportunities for any regional committee member to attend board meetings. Board decisions are made by the majority and the Chair has the casting vote.

- **Financial risk management**

The Trustees have assessed the major risks to which the Charitable Company is exposed, in particular those related to the operations and finances of the Charitable Company, and are satisfied that systems and procedures are in place to mitigate exposure to the major risks.

### Plans for future periods

Future Goals for 2022 to:

- Continue to work with BACCN regions and Link Members to progress and develop the association at both a regional and national level;
- Develop further international collaboration within the specialty of critical care by maintaining membership of the European Federation of Critical Care Nursing Associations;
- Further strengthen our journal Nursing in Critical Care to ensure it continues to be contemporary and reflect the diverse needs of our membership through the new online only option;
- Continue to support our membership through grants and learning materials;
- Further develop our innovative and high-quality conference schedule, including a return to face-to-face in 2022; and
- Continue to support members through the difficulties of the continuing COVID 19 pandemic and to promote safe nursing care to critically ill patients whilst being the voice of critical care nursing nationally.

### Members' liability

The Members of the Charitable Company are the original subscribers to the memorandum of association and anyone admitted as a member by the National Board and members guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up.

**Statement of Trustees' responsibilities**

The Trustees (who are also the directors of the Charitable Company for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Charitable Company and of its incoming resources and application of resources, including its income and expenditure, 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 of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) 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 business.

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.

Approved by order of the members of the board of Trustees on 22 September 2022 and signed on their behalf by:

DocuSigned by:
N J Credland
ACB5779E807E403...

**N J Credland**

## INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 31 DECEMBER 2021

**Independent examiner's report to the Trustees of The British Association of Critical Care Nurses ('the Charitable Company')**

I report to the charity Trustees on my examination of the accounts of the Charitable Company for the year ended 31 December 2021.

**Responsibilities and basis of report**

As the Trustees of the Charitable Company (and 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 Charitable 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 the Charitable Company's accounts 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 Charitable 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.

This report is made solely to the Charitable Company's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charitable Company's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charitable Company and the Charitable Company's Trustees as a body, for my work or for this report.

Signed: DocuSigned by: Detlev Anderson 8228AFA7794A4DC... Dated: 22 September 2022

Detlev Anderson FCA

**Kinnair Associates Limited**
Chartered Accountants
Aston House
Redburn Road
Newcastle upon Tyne
NE5 1NB

**THE BRITISH ASSOCIATION OF CRITICAL CARE NURSES**
**(A company limited by guarantee)**

## STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31 DECEMBER 2021

| | Note | Unrestricted funds 2021 £ | Total funds 2021 £ | *Total funds 2020 £* |
|---|---|---|---|---|
| **Income from:** | | | | |
| Donations and legacies | 3 | **10,000** | **10,000** | *5,234* |
| Charitable activities | 4 | **173,379** | **173,379** | *161,219* |
| Investments | 5 | **661** | **661** | *574* |
| **Total income** | | **184,040** | **184,040** | *167,027* |
| **Expenditure on:** | | | | |
| Charitable activities | 6 | **142,351** | **142,351** | *143,361* |
| **Total expenditure** | | **142,351** | **142,351** | *143,361* |
| **Net movement in funds** | | **41,689** | **41,689** | *23,666* |
| **Reconciliation of funds:** | | | | |
| Total funds brought forward | | **229,423** | **229,423** | *205,757* |
| Net movement in funds | | **41,689** | **41,689** | *23,666* |
| **Total funds carried forward** | | **271,112** | **271,112** | *229,423* |

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

The notes on pages 11 to 22 form part of these financial statements.

**THE BRITISH ASSOCIATION OF CRITICAL CARE NURSES**
**(A company limited by guarantee)**
**REGISTERED NUMBER: 04261320**

## BALANCE SHEET
## AS AT 31 DECEMBER 2021

| | Note | | 2021 £ | | *2020 £* |
|---|---|---|---|---|---|
| **Fixed assets** | | | | | |
| Investments | 10 | | **1** | | *1* |
| | | | **1** | | *1* |
| **Current assets** | | | | | |
| Debtors | 11 | **38,912** | | *47,242* | |
| Cash at bank and in hand | | **250,829** | | *206,964* | |
| | | **289,741** | | *254,206* | |
| Creditors: amounts falling due within one year | 12 | **(18,630)** | | *(24,784)* | |
| **Net current assets** | | | **271,111** | | *229,422* |
| **Total net assets** | | | **271,112** | | *229,423* |
| **Charity funds** | | | | | |
| Unrestricted funds | 14 | | **271,112** | | *229,423* |
| **Total funds** | | | **271,112** | | *229,423* |

The Charitable Company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

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

The financial statements were approved and authorised for issue by the Trustees on 22 September 2022 and signed on their behalf by:

DocuSigned by:
ACB5779E807E403...

**N J Credland**

DocuSigned by:
8FEF8731A8264A9...

**P K McCready**

The notes on pages 11 to 22 form part of these financial statements.

## NOTES TO THE FINANCIAL STATEMENTS
## FOR THE YEAR ENDED 31 DECEMBER 2021

### 1. General information

The British Association of Critical Care Nurses is a private Company limited by guarantee, incorporated in England and Wales, registration number 04261320 and charity number 1102030. The address of its registered office is disclosed in the Reference and Administrative Details section of these financial statements.

### 2. Accounting policies

#### 2.1 Basis of preparation of financial statements

The financial statements 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), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The British Association of Critical Care Nurses meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

#### 2.2 Going concern

The trustees have considered the effects of the coronavirus pandemic and how it is expected to affect the charitable company's financial position. With the lifting of nationwide restrictions, the Charitable company is able to return to in person events for both its annual conference and study days, providing increased expected revenue streams in these areas. Contingency policies remain in place to operate virtual events and meetings should this be necessary again in the future.

The charitable company has net current assets, no requirement for external finance and it is expected that the charitable company's activities can be adapted as necessary without significant financial implications. In assessing going concern, the trustees have assumed that any deficits that might be incurred in the current year will not exceed the funds presently held and, on that basis, they continue to adopt the going concern basis of accounting in preparing the annual financial statements.

#### 2.3 Income

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

Grants are included in the Statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

## 2. Accounting policies (continued)

### 2.4 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.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Charitable Company's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

### 2.5 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Charitable Company; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

### 2.6 Investments

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance sheet date, unless the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as ‘Gains/(Losses) on investments’ in the Statement of financial activities.

Investments in subsidiaries are valued at cost less provision for impairment.

### 2.7 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

### 2.8 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.

### 2.9 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charitable Company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

## 2. Accounting policies (continued)

### 2.10 Financial instruments

The Charitable Company 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 with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

### 2.11 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 Charitable Company and which have not been designated for other purposes.

Investment income, gains and losses are allocated to the appropriate fund.

## 3. Income from donations and legacies

| | **Unrestricted funds 2021 £** | **Total funds 2021 £** |
|---|---|---|
| Grants | 10,000 | **10,000** |

| | *Unrestricted funds 2020 £* | *Total funds 2020 £* |
|---|---|---|
| Grants | *5,234* | *5,234* |

## 4. Income from charitable activities

| | Unrestricted funds 2021 £ | Total funds 2021 £ |
|---|---|---|
| Membership fees | 83,918 | **83,918** |
| Sponsorship income | 7,200 | **7,200** |
| Journal income | 74,768 | **74,768** |
| Corporate partner fees | 7,493 | **7,493** |
| CPD sales | - | **-** |
| **Total 2021** | 173,379 | **173,379** |

| | *Unrestricted funds 2020 £* | *Total funds 2020 £* |
|---|---|---|
| Membership fees | *86,890* | *86,890* |
| Journal income | *65,103* | *65,103* |
| Corporate partner fees | *7,493* | *7,493* |
| CPD sales | *1,733* | *1,733* |
| *Total 2020* | *161,219* | *161,219* |

## 5. Investment income

| | Unrestricted funds 2021 £ | Total funds 2021 £ |
|---|---|---|
| Bank interest receivable | 661 | **661** |

## 5. Investment income (continued)

| | *Unrestricted funds 2020 £* | *Total funds 2020 £* |
|---|---|---|
| Bank interest receivable | *574* | *574* |

## 6. Analysis of expenditure on charitable activities

**Summary by fund type**

| | **Unrestricted funds 2021 £** | **Total 2021 £** |
|---|---|---|
| Educational and training activities | 142,351 | **142,351** |

| | *Unrestricted funds 2020 £* | *Total 2020 £* |
|---|---|---|
| Educational and training activities | *143,361* | *143,361* |

## 7. Analysis of expenditure by activities

| | **Activities undertaken directly 2021 £** | **Support costs 2021 £** | **Total funds 2021 £** |
|---|---|---|---|
| Educational and training activities | 97,008 | 45,343 | **142,351** |

## 7. Analysis of expenditure by activities (continued)

| | *Activities undertaken directly 2020 £* | *Support costs 2020 £* | *Total funds 2020 £* |
|---|---|---|---|
| Educational and training activities | *95,354* | *48,007* | *143,361* |

### Analysis of direct costs

| | **Educational and training 2021 £** | **Total funds 2021 £** |
|---|---|---|
| Net expenditure/(income) of regional branches | 63 | **63** |
| Scholarships and grants | 4,188 | **4,188** |
| Professional journal costs | 56,410 | **56,410** |
| Regional engagement costs | 1,662 | **1,662** |
| Management charge | 34,650 | **34,650** |
| EfCCNa subscriptions | 35 | **35** |
| **Total 2021** | 97,008 | **97,008** |

| | *Educational and training 2020 £* | *Total funds 2020 £* |
|---|---|---|
| Net expenditure/(income) of regional branches | *(260)* | *(260)* |
| Scholarships and grants | *1,641* | *1,641* |
| Professional journal costs | *55,411* | *55,411* |
| Regional engagement costs | *214* | *214* |
| Management charge | *34,275* | *34,275* |
| EfCCNa subscriptions | *2,573* | *2,573* |
| Learn Zone | *1,500* | *1,500* |
| *Total 2020* | *95,354* | *95,354* |

## 7. Analysis of expenditure by activities (continued)

### Analysis of support costs

| | **Educational and training 2021 £** | **Total funds 2021 £** |
|---|---|---|
| Advertising and publicity | 360 | **360** |
| Management charge | 34,650 | **34,650** |
| Internet, telephone and website costs | 2,141 | **2,141** |
| Postage, stationery and storage | 92 | **92** |
| Bank charges | 2,283 | **2,283** |
| Travel and subsistence costs | 419 | **419** |
| Insurance | 1,194 | **1,194** |
| Legal and professional costs | 268 | **268** |
| Governance costs | 3,936 | **3,936** |
| **Total 2021** | 45,343 | **45,343** |

| | *Educational and training 2020 £* | *Total funds 2020 £* |
|---|---|---|
| Advertising and publicity | *121* | *121* |
| Management charge | *34,275* | *34,275* |
| Internet, telephone and website costs | *2,985* | *2,985* |
| Postage, stationery and storage | *2,074* | *2,074* |
| Bank charges | *2,804* | *2,804* |
| Travel and subsistence costs | *458* | *458* |
| Insurance | *1,327* | *1,327* |
| Legal and professional costs | *715* | *715* |
| Governance costs | *2,809* | *2,809* |
| Bad debts | *439* | *439* |
| *Total 2020* | *48,007* | *48,007* |

Governance costs comprise:

| | 2021 £ | *2020 £* |
|---|---|---|
| Independent examiner's remuneration | **2,180** | *2,145* |
| Board meeting costs | **1,756** | *664* |
| | **3,936** | *2,809* |

## 8. Independent examiner's remuneration

| | 2021 £ | *2020 £* |
|---|---|---|
| Fees payable to the Charitable Company's independent examiner for the preparation and independent examination of the Charitable Company's annual accounts | **2,180** | *2,145* |
| Fees payable to the Charitable Company's independent examiner in respect of: | | |
| All other services not included above | **268** | *355* |

## 9. Trustees' remuneration and expenses

During the year, payments totalling £2,999 were made to one Trustee for non-trustee consultancy services supplied to the charity (2020: £890 to one Trustee).

During the year ended 31 December 2021, expenses totalling £1,343 were reimbursed or paid directly to 5 Trustees *(2020 - £625 to 6 Trustees)*. Reimbursed expenses were for travel to board meetings, executive meetings and meetings relating to the Trustees' role.

## 10. Fixed asset investments

| | Investments in subsidiary companies £ |
|---|---|
| **Cost or valuation** | |
| At 1 January 2021 | **1** |
| At 31 December 2021 | **1** |
| **Net book value** | |
| At 31 December 2021 | **1** |
| *At 31 December 2020* | *1* |

**Principal subsidiaries**

The following was a subsidiary undertaking of the Charitable Company:

| Name | Company number | Registered office or principal place of business | Principal activity |
|---|---|---|---|
| BACCN (UK) Limited | 04990351 | Unit 14 the Stottie Shed, Baker's Yard Christon Road, Gosforth Newcastle upon Tyne NE3 1XD | Organisation of courses for nurses and other healthcare workers |

| Class of shares | Holding |
|---|---|
| Ordinary | 100% |

The financial results of the subsidiary for the year were:

| Name | Income £ | Expenditure £ | Profit for the year £ | Net liabilities £ |
|---|---|---|---|---|
| BACCN (UK) Limited | **57,918** | **52,093** | **5,825** | **(23,502)** |

## 11. Debtors

| | 2021 £ | *2020 £* |
|---|---|---|
| **Due within one year** | | |
| Trade debtors | **2,200** | *-* |
| Amounts owed by group undertakings | **28,409** | *29,373* |
| VAT repayable | **-** | *436* |
| Prepayments and accrued income | **8,303** | *17,433* |
| | **38,912** | *47,242* |

## 12. Creditors: Amounts falling due within one year

| | 2021 £ | *2020 £* |
|---|---|---|
| Trade creditors | **7,006** | *13,971* |
| Other taxation and social security | **2,224** | *-* |
| Accruals and deferred income | **9,400** | *10,813* |
| | **18,630** | *24,784* |

## 13. Financial instruments

| | 2021 £ | *2020 £* |
|---|---|---|
| **Financial assets** | | |
| Financial assets measured at fair value through income and expenditure | **250,829** | *206,964* |

Financial assets measured at fair value through income and expenditure comprise bank balances.

## 14. Statement of funds

### Statement of funds - current year

| | Balance at 1 January 2021 £ | Income £ | Expenditure £ | Balance at 31 December 2021 £ |
|---|---|---|---|---|
| **Unrestricted funds** | | | | |
| General funds | **229,423** | **184,040** | **(142,351)** | **271,112** |

### Statement of funds - prior year

| | *Balance at 1 January 2020 £* | *Income £* | *Expenditure £* | *Balance at 31 December 2020 £* |
|---|---|---|---|---|
| **Unrestricted funds** | | | | |
| General funds | *205,757* | *167,027* | *(143,361)* | *229,423* |

## 15. Analysis of net assets between funds

### Analysis of net assets between funds - current year

| | Unrestricted funds 2021 £ | Total funds 2021 £ |
|---|---|---|
| Fixed asset investments | 1 | **1** |
| Current assets | 289,741 | **289,741** |
| Creditors due within one year | (18,630) | **(18,630)** |
| **Total** | 271,112 | **271,112** |

## 15. Analysis of net assets between funds (continued)

### Analysis of net assets between funds - prior year

| | *Unrestricted funds 2020 £* | *Total funds 2020 £* |
|---|---|---|
| Fixed asset investments | *1* | *1* |
| Current assets | *254,206* | *254,206* |
| Creditors due within one year | *(24,784)* | *(24,784)* |
| **Total** | *229,423* | *229,423* |

## 16. Related party transactions

With the exception of the consultancy services referred to in note nine, the Charitable Company has not entered into any related party transaction during the year, nor are there any outstanding balances owing between related parties and the Charitable Company at 31 December 2021.

# Accounts

**Registered number: 04261320**
**Charity number: 1102030**

# THE BRITISH ASSOCIATION OF CRITICAL CARE NURSES

**(A company limited by guarantee)**

## UNAUDITED

## TRUSTEES' REPORT AND FINANCIAL STATEMENTS

## FOR THE YEAR ENDED 31 DECEMBER 2020

**THE BRITISH ASSOCIATION OF CRITICAL CARE NURSES**
**(A company limited by guarantee)**

## CONTENTS

## REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITABLE COMPANY, ITS TRUSTEES AND ADVISERS FOR THE YEAR ENDED 31 DECEMBER 2020

### Trustees



### Company registered number

04261320

### Charity registered number

1102030

### Registered office

The Grainger Suite
Dobson House
Regent Centre
Gosforth
Newcastle upon Tyne
NE3 3PF

### Accountants

Ryecroft Glenton
Chartered Accountants
32 Portland Terrace
Jesmond
Newcastle upon Tyne
Tyne & Wear
NE2 1QP

## REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITABLE COMPANY, ITS TRUSTEES AND ADVISERS (CONTINUED)
## FOR THE YEAR ENDED 31 DECEMBER 2020

**Bankers**

Barclays Bank Plc
Newcastle City
Leicester
Leicestershire
LE87 2BB

Lloyds Bank Plc
36 Market Street
Eastleigh
Hampshire
S050 9YT

## TRUSTEES' REPORT
## FOR THE YEAR ENDED 31 DECEMBER 2020

The Trustees present their annual report together with the financial statements of the Charitable Company for the year ended 1 January 2020 to 31 December 2020. The Annual report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the Charitable Company qualifies as small under section 382 of the Companies Act 2006, the Strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

### Structure, governance and management

- **Constitution**

The British Association of Critical Care Nurses is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association.

The Charitable Company is constituted under a Memorandum of Association dated 30 July 2001 and is a registered charity number 1102030.

The principal object of the Charitable Company is to advance the art and science of critical care nursing, in particular, the education and training of nurses and other health care workers caring for critically ill and dependent patients for the public benefit.

- **Methods of appointment or election of Trustees**

The management of the Charitable Company is the responsibility of the Trustees who are elected and co-opted under the terms of the Memorandum of Association.

The National Board is elected by the membership to serve for a two-year period. Each Board Member holds a specific role and is able to stand for re-election after the two-year period of service. National Board Members come from various positions and roles within critical care and critical care education and from around the UK.

New Trustees are provided with a copy of the Memorandum and Articles of Association and are fully informed of their legal obligations under charity and company law. Trustees are encouraged to attend appropriate external courses to enable them to carry out their role.

**Structure, governance and management (continued)**

- **Organisational structure and decision-making policies**

The management of the Charitable Company is the responsibility of the Trustees who are elected and co-opted under the terms of the Articles of Association.

Details of the membership of the National Board are give on page one. They are elected by the Members of the Association at the Annual General Meeting to serve for a two-year period. Each Board Member holds a specific role and is able to stand for re-election after the two-year period of service. The Board also have two further roles being fulfilled by co-opted members. Co-opted members are able to stand for election as full members to the Board at the next available AGM. The Board meets quarterly with each meeting scheduled to last for two days and also at the National Conference. There are also opportunities for any regional committee member to attend board meetings. Board decisions are made by the majority and the Chair has the casting vote.

- **Financial risk management**

The Trustees have assessed the major risks to which the Charitable Company is exposed, in particular those related to the operations and finances of the Charitable Company, and are satisfied that systems and procedures are in place to mitigate exposure to the major risks.

**Objectives and activities**

- **Policies and objectives**

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

The principal object of the Charitable Company is to advance the art and science of critical care nursing, in particular, the education and training of nurses and other health care workers caring for critically ill and dependent patients for the public benefit.

- **Activities undertaken to achieve objectives**

The Charitable Company promotes public benefit by providing educational and training opportunities for critical care nurses, thus ensuring that patients will receive a superior standard of care from nurses and other health care workers. As this treatment is received by those patients on the NHS, people in poverty are not excluded from the opportunity to benefit.

**Achievements and performance**

- **Review of activities**

In 2020 the organisation achieved a range of developments and activities. These include:

- Organised and hosted the 35th annual conference which was held virtually due to the COVID 19 pandemic

- Promoted international collaboration within the speciality of critical care through membership of the

**Achievements and performance (continued)**

European Federation of Critical Care Nurses Associations

- Contributed where appropriate to national strategic direction of critical care nursing through participation in and feedback to organisations such as: the Department of Health's Clinical Reference Group for Adult Critical Care; the Critical Care Leadership Forum; the UK Critical Care Nursing Alliance, Public Health England - Infections in Critical Care Quality Improvement programme, CC3N National Critical Care Competency Education Group, the National Institute of Health and Clinical Excellence and the National Confidential Enquiry into Patient Outcome and Death;

- Continued to promote and fund critical care nursing research through grants

- Continued to strengthen relationships with the regions through national board member support offered virtually

- Provide quality assurance for online study events both from BACCN and non BACCN by the review of educational material and awarding of Continuing Professional Development Points; and

- Promoted corporate partner and endorsement packages.

- Provided a COVID 19 Educational Resource area on the association's website to share up to date information relating to critical care nursing through the global pandemic

- **Investment policy and performance**

The Charitable Company has an active trading subsidiary, BACCN (UK) Limited, that currently organises conferences for nurses and other health care professionals in support of the charitable company's objects. The profits of the subsidiary are gifted to the Charitable Company. The subsidiary contributed £Nil (2019: £Nil) to the Charitable Company in the year under gift aid. Further details of the performance of the subsidiary can be found in the financial statements of the subsidiary company.

**Financial review**

- **Going concern**

After making appropriate enquiries and considering the possible effects of the coronavirus pandemic, the Trustees have a reasonable expectation that the Charitable Company 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.

- **Reserves policy**

The Charitable Company reviews its levels of reserves each year with the Treasurer and the National Board, in order to ensure that the level of free reserves (that is those which are not invested in fixed assets, designated for specific purposes or otherwise committed) is appropriate to meeting the Charitable Company's needs effectively.

A sufficient level of free reserves needs to be maintained to ensure that resources are available to provide grants or scholarships as required, as well as to cover at least six months forecast costs for the national and Regional Committees. In addition, at the year end it is necessary to hold sufficient funds to finance the forthcoming Annual Conference. The treasurer and National Board consider that the appropriate level of reserves should be approximately £220,000 (2019: £200,000). This figure has increased from the previous year as future financial performance of the Charitable Company continues to be dependent on the on-going effects of the Coronavirus pandemic. This can have an impact on revenue generated from both regional events and the Annual Conference. The Trustees will continue to monitor reserves levels.

- **Plans for future periods**

Future goals for 2021 to:

- Continue to work with BACCN regions to progress and develop the association at both a regional and national level;
- Develop further international collaboration within the speciality of critical care by maintaining membership of the European Federation of Critical Care Nursing Association;
- Build on the success of LearnZone, BACCN online learning facility for critical care nurses, commission and upload new learning modules;
- Further strengthen our journal Nursing in Critical Care to ensure it continues to be contemporary and reflect the diverse needs of our membership through the new online only option;
- Build and maintain strategic alliances to work collaboratively with other associations in the field of critical care including the development of a critical care nursing research proposal to assess safe staffing for the delivery of nursing care for critically ill patients, evaluation of nursing dependency/activity tools and impact of the transfer of ICU nurses to general ward;s
- Further develop our innovative and high-quality conference schedule;
- Continue to support our membership through grants and learning materials;
- Strengthen relationships with the secretariat and conference services in order to ensure effective and value for money services including financial and event booking services for regions;
- Continue to build upon our successful Continuing Professional Development process to incorporate wider associations and short courses;
- Continue to support members through the difficulties of the COVID 19 pandemic and to promote safe nursing care to critically ill patients whilst being the voice of critical care nursing nationally.

**Members' liability**

The Members of the Charitable Company are the original subscribers to the memorandum of association and anyone admitted as a member by the National Board and members guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up.

**Statement of Trustees' responsibilities**

The Trustees (who are also the directors of the Charitable Company for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial . Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Charitable Company and of its incoming resources and application of resources, including its income and expenditure, 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 of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) 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 business.

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.

Approved by order of the members of the board of Trustees on 13 September 2021 and signed on their behalf by:

DocuSigned by:
Nicki Credland
ACB5779E807E403...

**N J Credland**
Chair

## INDEPENDENT EXAMINER'S REPORT
## FOR THE YEAR ENDED 31 DECEMBER 2020

**Independent examiner's report to the Trustees of The British Association of Critical Care Nurses ('the Charitable Company')**

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

**Responsibilities and basis of report**

As the Trustees of the Charitable Company (and 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 Charitable 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 the Charitable Company's accounts 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 Charitable 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.

This report is made solely to the Charitable Company's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charitable Company's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charitable Company and the Charitable Company's Trustees as a body, for my work or for this report.

Signed: DocuSigned by: Detlev Anderson BE1AD9174D594BA... Dated: 13 September 2021

Detlev Anderson FCA

**Ryecroft Glenton**
Chartered Accountants
32 Portland Terrace
Jesmond
Newcastle upon Tyne
Tyne & Wear
NE2 1QP

## STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31 DECEMBER 2020

| | Note | Unrestricted funds 2020 £ | Total funds 2020 £ | *Total funds 2019 £* |
|---|---|---|---|---|
| **Income from:** | | | | |
| Donations and legacies | 3 | **5,234** | **5,234** | *-* |
| Charitable activities | 4 | **161,219** | **161,219** | *148,030* |
| Investments | 5 | **574** | **574** | *570* |
| **Total income** | | **167,027** | **167,027** | *148,600* |
| **Expenditure on:** | | | | |
| Charitable activities | 6 | **143,361** | **143,361** | *175,109* |
| **Total expenditure** | | **143,361** | **143,361** | *175,109* |
| **Net movement in funds** | | **23,666** | **23,666** | *(26,509)* |
| **Reconciliation of funds:** | | | | |
| Total funds brought forward | | **205,757** | **205,757** | *232,266* |
| Net movement in funds | | **23,666** | **23,666** | *(26,509)* |
| **Total funds carried forward** | | **229,423** | **229,423** | *205,757* |

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

The notes on pages 11 to 22 form part of these financial statements.

**THE BRITISH ASSOCIATION OF CRITICAL CARE NURSES**
**(A company limited by guarantee)**
**REGISTERED NUMBER: 04261320**

## BALANCE SHEET
## AS AT 31 DECEMBER 2020

| | Note | | 2020 £ | | *2019 £* |
|---|---|---|---|---|---|
| **Fixed assets** | | | | | |
| Investments | 10 | | **1** | | *1* |
| | | | **1** | | *1* |
| **Current assets** | | | | | |
| Debtors | 11 | **47,242** | | *38,812* | |
| Cash at bank and in hand | | **206,964** | | *189,491* | |
| | | **254,206** | | *228,303* | |
| Creditors: amounts falling due within one year | 12 | **(24,784)** | | *(22,547)* | |
| **Net current assets** | | | **229,422** | | *205,756* |
| **Total net assets** | | | **229,423** | | *205,757* |
| **Charity funds** | | | | | |
| Unrestricted funds | 14 | | **229,423** | | *205,757* |
| **Total funds** | | | **229,423** | | *205,757* |

The Charitable Company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

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

The financial statements were approved and authorised for issue by the Trustees on 13 September 2021 and signed on their behalf by:

**N J Credland**
Chair

DocuSigned by:
Nicki Credland
ACB5779E807E403...

**P K McCready**
Treasurer

DocuSigned by:
Patricia McCready
B5BE0CC74A99446...

The notes on pages 11 to 22 form part of these financial statements.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

## 1. General information

The British Association of Critical Care Nurses is a private Company limited by guarantee, incorporated in England and Wales, registration number 04261320 and charity number 1102030. The address of its registered office is disclosed in the Reference and Administrative Details section of these financial statements.

## 2. Accounting policies

### 2.1 Basis of preparation of financial statements

The financial statements 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), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The British Association of Critical Care Nurses meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

### 2.2 Going concern

The trustees have considered the effects of the coronavirus pandemic and how it is expected to affect the charitable company's financial position. The charitable company has net current assets, no requirement for external finance and it is expected that the charitable company's activities can be adapted as necessary without significant financial implications. In assessing going concern, the trustees have assumed that any deficits that might be incurred in the current year will not exceed the funds presently held and, on that basis, they continue to adopt the going concern basis of accounting in preparing the annual financial statements.

### 2.3 Income

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

Grants are included in the Statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

## 2. Accounting policies (continued)

### 2.4 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.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Charitable Company's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

### 2.5 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Charitable Company; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

### 2.6 Investments

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance sheet date, unless the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as ‘Gains/(Losses) on investments’ in the Statement of financial activities.

Investments in subsidiaries are valued at cost less provision for impairment.

### 2.7 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

### 2.8 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.

### 2.9 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charitable Company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

## 2. Accounting policies (continued)

### 2.10 Financial instruments

The Charitable Company 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 with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

### 2.11 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 Charitable Company and which have not been designated for other purposes.

Investment income, gains and losses are allocated to the appropriate fund.

## 3. Income from donations and legacies

| | **Unrestricted funds 2020 £** | **Total funds 2020 £** | *Total funds 2019 £* |
|---|---|---|---|
| Grants | 5,234 | **5,234** | - |

## 4. Income from charitable activities

| | **Unrestricted funds 2020 £** | **Total funds 2020 £** |
|---|---|---|
| Membership fees | 86,890 | **86,890** |
| Sponsorship income | - | **-** |
| Journal income | 65,103 | **65,103** |
| Corporate partner fees | 7,493 | **7,493** |
| CPD sales | 1,733 | **1,733** |
| **Total 2020** | 161,219 | **161,219** |

## 4. Income from charitable activities (continued)

| | *Unrestricted funds 2019 £* | *Total funds 2019 £* |
|---|---|---|
| Membership fees | *81,413* | *81,413* |
| Sponsorship income | *286* | *286* |
| Journal income | *58,881* | *58,881* |
| Corporate partner fees | *4,916* | *4,916* |
| CPD sales | *2,534* | *2,534* |
| *Total 2019* | *148,030* | *148,030* |

## 5. Investment income

| | **Unrestricted funds 2020 £** | **Total funds 2020 £** |
|---|---|---|
| Bank interest receivable | 574 | **574** |

| | *Unrestricted funds 2019 £* | *Total funds 2019 £* |
|---|---|---|
| Bank interest receivable | *570* | *570* |

## 6. Analysis of expenditure on charitable activities

### Summary by fund type

| | **Unrestricted funds 2020 £** | **Total funds 2020 £** |
|---|---|---|
| Educational and training activities | 143,361 | **143,361** |

| | *Unrestricted funds 2019 £* | *Total funds 2019 £* |
|---|---|---|
| Educational and training activities | *175,109* | *175,109* |

## 7. Analysis of expenditure by activities

| | **Activities undertaken directly 2020 £** | **Support costs 2020 £** | **Total funds 2020 £** |
|---|---|---|---|
| Educational and training activities | 95,354 | 48,007 | **143,361** |

| | *Activities undertaken directly 2019 £* | *Support costs 2019 £* | *Total funds 2019 £* |
|---|---|---|---|
| Educational and training activities | *115,826* | *59,283* | *175,109* |

## 7. Analysis of expenditure by activities (continued)

### Analysis of direct costs

| | Educational and training 2020 £ | Total funds 2020 £ |
|---|---|---|
| Net expenditure/(income) of regional branches | (260) | **(260)** |
| Scholarships and grants | 1,641 | **1,641** |
| Professional journal costs | 55,411 | **55,411** |
| Regional Engagement Costs | 214 | **214** |
| Management charge | 34,275 | **34,275** |
| EfCCNa subscriptions | 2,573 | **2,573** |
| Learn Zone | 1,500 | **1,500** |
| | 95,354 | **95,354** |

| | *Educational and training 2019 £* | *Total funds 2019 £* |
|---|---|---|
| Net expenditure/(income) of regional branches | *3,625* | *3,625* |
| Prizes and awards | *1,714* | *1,714* |
| Scholarships and grants | *4,940* | *4,940* |
| Professional journal costs | *57,923* | *57,923* |
| Regional Engagement Costs | *647* | *647* |
| Management charge | *34,950* | *34,950* |
| EfCCNa subscriptions | *4,777* | *4,777* |
| Membership secretary costs | *177* | *177* |
| Learn Zone | *5,582* | *5,582* |
| Corporate liaison | *1,491* | *1,491* |
| | *115,826* | *115,826* |

## 7. Analysis of expenditure by activities (continued)

### Analysis of support costs

| | Educational and training 2020 £ | Total funds 2020 £ |
|---|---|---|
| Advertising and publicity | 121 | **121** |
| Management charge | 34,275 | **34,275** |
| Internet, telephone and website costs | 2,985 | **2,985** |
| Postage, stationery and storage | 2,074 | **2,074** |
| Bank charges | 2,804 | **2,804** |
| Travel and subsistence costs | 458 | **458** |
| Insurance | 1,327 | **1,327** |
| Legal and professional costs | 715 | **715** |
| Governance costs | 2,809 | **2,809** |
| Bad debts | 439 | **439** |
| | 48,007 | **48,007** |

| | *Educational and training 2019 £* | *Total funds 2019 £* |
|---|---|---|
| Advertising and publicity | *1,171* | *1,171* |
| Management charge | *34,950* | *34,950* |
| Internet, telephone and website costs | *2,198* | *2,198* |
| Postage, stationery and storage | *2,643* | *2,643* |
| Bank charges | *3,180* | *3,180* |
| Travel and subsistence costs | *2,071* | *2,071* |
| Insurance | *1,289* | *1,289* |
| Legal and professional costs | *345* | *345* |
| Governance costs | *11,127* | *11,127* |
| Bad debts | *309* | *309* |
| | *59,283* | *59,283* |

Governance costs included above comprise:

| | 2020 £ | *2019 £* |
|---|---|---|
| Independent examiner's remuneration | **2,145** | *1,995* |
| Board meeting costs | **664** | *9,132* |
| | **2,809** | *11,127* |

## 8. Independent examiner's remuneration

| | 2020 £ | *2019 £* |
|---|---|---|
| Fees payable to the Charitable Company's independent examiner for the preparation and independent examination of the Charitable Company's annual accounts | **2,145** | *1,995* |
| Fees payable to the Charitable Company's independent examiner in respect of: | | |
| All other services not included above | **355** | *345* |

## 9. Trustees' remuneration and expenses

During the year, a payment of £890 was made to one Trustee for non-trustee consultancy services supplied to the charity *(2019 - £NIL)*.

During the year, expenses totalling £625 were reimbursed or paid directly to 6 Trustees *(2019 - £2,053 to 14 Trustees)*. Reimbursed expenses were for travel to board meetings, executive meetings and meetings relating to the Trustees' role.

## 10. Fixed asset investments

| | Investments in subsidiary companies £ |
|---|---|
| **Cost or valuation** | |
| At 1 January 2020 | **1** |
| At 31 December 2020 | **1** |
| **Net book value** | |
| At 31 December 2020 | **1** |
| *At 31 December 2019* | *1* |

**Principal subsidiaries**

The following was a subsidiary undertaking of the Charitable Company:

| Name | Company number | Registered office or principal place of business | Principal activity |
|---|---|---|---|
| BACCN (UK) Limited | 04990351 | The Grainger Suite, Dobson House, Regent Centre, Gosforth, Newcastle upon Tyne, NE3 3PF | Organisation of courses for nurses and other healthcare workers |

| Class of shares | Holding |
|---|---|
| Ordinary | 100% |

The financial results of the subsidiary for the year were:

| Name | Income £ | Expenditure £ | Deficit for the year £ | Net liabilities £ |
|---|---|---|---|---|
| BACCN (UK) Limited | **36,500** | **51,131** | **(14,631)** | **(29,327)** |

## NOTES TO THE FINANCIAL STATEMENTS
## FOR THE YEAR ENDED 31 DECEMBER 2020

### 11. Debtors

| | 2020<br>£ | 2019<br>£ |
|---|---|---|
| **Due within one year** | | |
| Trade debtors | **-** | *6,956* |
| Amounts owed by group undertakings | **29,373** | *13,785* |
| VAT repayable | **436** | *4,075* |
| Prepayments and accrued income | **17,433** | *13,996* |
| | **47,242** | *38,812* |

### 12. Creditors: Amounts falling due within one year

| | 2020<br>£ | 2019<br>£ |
|---|---|---|
| Trade creditors | **13,971** | *8,789* |
| Accruals and deferred income | **10,813** | *13,758* |
| | **24,784** | *22,547* |

### 13. Financial instruments

| | 2020<br>£ | 2019<br>£ |
|---|---|---|
| **Financial assets** | | |
| Financial assets measured at fair value through income and expenditure | **206,964** | *189,491* |

Financial assets measured at fair value through income and expenditure comprise bank balances.

## 14. Statement of funds

### Statement of funds - current year

| | Balance at 1 January 2020 £ | Income £ | Expenditure £ | Balance at 31 December 2020 £ |
|---|---|---|---|---|
| **Unrestricted funds** | | | | |
| General Funds | **205,757** | **167,027** | **(143,361)** | **229,423** |

### Statement of funds - prior year

| | *Balance at 1 January 2019 £* | *Income £* | *Expenditure £* | *Balance at 31 December 2019 £* |
|---|---|---|---|---|
| **Unrestricted funds** | | | | |
| General Funds | *232,266* | *148,600* | *(175,109)* | *205,757* |

## 15. Analysis of net assets between funds

### Analysis of net assets between funds - current period

| | Unrestricted funds 2020 £ | Total funds 2020 £ |
|---|---|---|
| Fixed asset investments | 1 | **1** |
| Current assets | 254,206 | **254,206** |
| Creditors due within one year | (24,784) | **(24,784)** |
| **Total** | 229,423 | **229,423** |

## 15. Analysis of net assets between funds (continued)

### Analysis of net assets between funds - prior period

| | *Unrestricted funds 2019 £* | *Total funds 2019 £* |
|---|---|---|
| Fixed asset investments | *1* | *1* |
| Current assets | *228,303* | *228,303* |
| Creditors due within one year | *(22,547)* | *(22,547)* |
| **Total** | *205,757* | *205,757* |

## 16. Related party transactions

No related party transactions have taken place in the period under review that require disclosure in these financial statements.