

ASSOCIATION OF CHARITY INDEPENDENT EXAMINERS

England & Wales · Charity number 1139609

Details

Other names ACIE

Status Registered

Legal form CIO

Registered 2010-12-31

Register [View on the Charity Commission register](#)

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Activities

Objects: 5.1 THE OBJECTS OF THE CHARITY ARE TO PROMOTE THE GREATER EFFECTIVENESS OF CHARITIES IN THE UNITED KINGDOM IN THE ACHIEVEMENT OF THEIR CHARITABLE OBJECTS:5.1.1 BY PROVIDING ADVICE, SUPPORT AND TRAINING TO ANY PERSON ACTING OR WISHING TO ACT AS AN INDEPENDENT EXAMINER OF CHARITY ACCOUNTS;5.1.2 BY PROMOTING AND MAINTAINING HIGH STANDARDS OF PRACTICE AND PROFESSIONAL CONDUCT THROUGH AND BY ITS MEMBERS; AND5.1.3 BY PROVIDING TRUSTEES OF CHARITIES WITH INFORMATION IN CONNECTION WITH THE SELECTION AND APPOINTMENT OF INDEPENDENT EXAMINERS.5.2 NOTHING IN THIS CONSTITUTION SHALL AUTHORISE AN APPLICATION OF THE PROPERTY OF THE CHARITY FOR PURPOSES WHICH ARE NOT CHARITABLE IN ACCORDANCE WITH SECTION 7 OF THE CHARITIES AND TRUSTEE INVESTMENT (SCOTLAND) ACT 2005 AND SECTION 2 OF THE CHARITIES ACT (NORTHERN IRELAND) 2008.

Activities: ACIE provides information and support about Independent Examination (IE = end of year 'audit' for smaller charities, see CC31 and CC32) to individuals and charities across the UK. This includes a training

programme, annual conferences and a helpline. ACIE is a membership organisation, offering a professional designation to its 'Full Members' including Fellows (see also the Charities Act 2006).

Classification

- **How:** Provides Services, Provides Advocacy/advice/information, Acts As An Umbrella Or Resource Body
- **What:** General Charitable Purposes, Education/training
- **Who:** Other Charities Or Voluntary Bodies, Other Defined Groups

Geography

- **Area of benefit:** UNDEFINED. IN PRACTICE, NATIONAL.
- Scotland
- Throughout England And Wales

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£73,704	£62,273	-	-
2024-03-31	£62,129	£67,973	-	-
2023-03-31	£53,648	£78,806	-	-
2022-03-31	£54,999	£51,348	-	-
2021-03-31	£55,142	£35,573	-	-

Trustees

Name	Role	Appointed
Anthony Richard Vincent		2021-06-23
Isabel Harland		2024-06-26
Mark Robert Heaton		2019-10-22
Michael William Scott		2025-02-12
Muhammad Husnain Haider		2024-06-26
Siu Riley		2024-06-26
Suzanna Penny clarke		2025-02-12
Taminder Singh Pattar		2026-02-25

ASSOCIATION OF CHARITY INDEPENDENT EXAMINERS

England & Wales - Charity number 1139609

Accounts

Charity registered numbers: 1139609 (England and Wales) and SC039066 (Scotland)

Association of Charity Independent Examiners
(A Charitable Incorporated Organisation)

Unaudited Trustees' report and financial statements

For the year ended 31 March 2025

**Association of Charity Independent Examiners
(A Charitable Incorporated Organisation)**

Trustees' report and financial statements for the year ended 31 March 2025

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**Association of Charity Independent Examiners
(A Charitable Incorporated Organisation)**

Reference and administrative details of the Charity, its Trustees and advisers for the year ended 31 March 2024

Name	Association of Charity Independent Examiners ("ACIE")
Governing document	ACIE's Foundation CIO Constitution, dated 15 September 2023 ACIE's Foundation CIO Constitution, dated 15 September 2023 (On 14 June 2024, the Charity Commission for England and Wales advised that this document, which was submitted with ACIE's application to convert from a charitable company to a CIO, was now ACIE's governing document.)
Charity registered numbers	1139609 (England and Wales) and SC039066 (Scotland)
Registered office	1st Floor, Block C The Wharf Manchester Road Burnley BB11 1JG
Trustees and CIO Members	Suzanna Penny Clarke † (from 12 February 2025) Anthony Gerard Clarke † Muhammad Husnain Haider † (from 26 June 2024) Isabel Harland (from 26 June 2024) Mark Robert Heaton *† Siu Riley (from 26 June 2024) Michael William Scott (from 12 February 2025) Anthony Richard Vincent *† Kerry Roberts (née Clayton) (to 26 June 2024) Susan Robinson *† (to 26 June 2024) Frances Mary Taylor *† (to 26 June 2024) * Denotes an ACIE Fellow. † Denotes a member of one or more of the bodies listed in section 145(4) of the Charities Act 2011.
Bankers	Unity Trust Bank PLC Four Brindleyplace Birmingham B1 2JB
Independent Examiner	Anita C Mason BA (Hons) BFP FCA Mitchell Charlesworth Suites C, D, E & F 14th Floor The Plaza Old Hall Street Liverpool L3 9QJ

**Association of Charity Independent Examiners
(A Charitable Incorporated Organisation)**

Trustees' report for the year ended 31 March 2025

The Trustees of Association of Charity Independent Examiners ("ACIE") present their report and the financial statements of ACIE (together with the Independent Examiner's report thereon) for the year ended 31 March 2025.

Purpose

ACIE is an association of people who carry out Independent Examinations ("IEs") of charities' financial statements, providing support and information to its Subscribing Members, charities and other interested parties. The purpose of ACIE is to promote best practice in IE.

Objects

ACIE's objects are specified in Clause 3 of ACIE's Foundation CIO Constitution, dated 15 September 2023 ("ACIE's Foundation CIO Constitution"), as follows:

- 3.1 The objects of the CIO [ie ACIE] are to promote the greater effectiveness of charities in the United Kingdom in the achievement of their charitable objects:
 - 3.1.1 by providing advice, support and training to any person acting or wishing to act as an Independent Examiner of charity accounts;
 - 3.1.2 by promoting and maintaining high standards of practice and professional conduct through and by its members [see Note below]; and
 - 3.1.3 by providing trustees of charities with information in connection with the selection and appointment of Independent Examiners.
- 3.2 Nothing in ACIE's Foundation CIO Constitution shall authorise an application of ACIE's property for purposes which are not charitable in accordance with section 7 of the Charities and Trustee Investment (Scotland) Act 2005 and section 2 of the Charities Act (Northern Ireland) 2008.

(Note: For the purposes of clause 3, "its members" means collectively: (a) all CIO Members; and (b) all persons (including all Subscribing Members) in one or other of the classes and categories of non-voting membership created in accordance with clause 17 thereof.)

History and structure

In 1998, Association of Charity Independent Examiners ("the Association") began on an informal basis, and formally came into being as an independent organisation at a Launch Conference held in York on 21 January 1999.

From 1 July 1999, the Association (governed by a constitution as an unincorporated association) became an active body able to receive subscriptions etc and hold funds.

On 25 August 1999, the Association was registered as a charity with the Charity Commission for England and Wales (charity number: 1077154).

On 11 December 2007, the Association was registered as a charity in Scotland (charity number: SC0399066).

On 6 December 2010, Association of Charity Independent Examiners (a company limited by guarantee, registered in England and Wales, company number: 07461134) ("the Charitable Company") was incorporated. It was governed by its Articles of Association dated 6 December 2010.

On 31 December 2010:

- the Charitable Company was registered as a charity with the Charity Commission for England and Wales (charity number: 1139609), with the same charitable objects as the Association; and
- the Association's assets, liabilities and activities were transferred to the Charitable Company.

**Association of Charity Independent Examiners
(A Charitable Incorporated Organisation)**

Trustees' report for the year ended 31 March 2025 (continued)

On 14 June 2024, the Charity Commission for England and Wales advised that:

- the Charitable Company's application to convert to a Charitable Incorporated Organisation ("CIO") called 'Association of Charity Independent Examiners' ("ACIE") had been successful; and
- the governing document submitted with the Charitable Company's application for the CIO conversion (namely, ACIE's Foundation CIO Constitution, dated 15 September 2023) was now ACIE's governing document.

The charity registration number in England and Wales (charity number: 1139609) has remained the same from the Charitable Company to ACIE (as a CIO). The charity registration number in Scotland has remained the same (charity number: SC0399066) from the Association to the Charitable Company to ACIE (as a CIO).

Governance and membership

The CIO Members of ACIE are its Trustees for the time being. The only persons eligible to be CIO Members are its Trustees. Membership of the CIO cannot be transferred to anyone else. Any person who ceases to be a Trustee automatically ceases to be a CIO Member.

ACIE has three principal classes of Subscribing Members: Full Members (ACIE Fellows), Full Members (ACIE Associates) and Affiliate Members.

Unless they are also CIO Members, persons who are in any Subscribing Membership or other class of non-voting membership do not qualify as "members" of the CIO for any purpose under the Charities Act 2011, the Charitable Incorporated Organisations (General) Regulations 2012 or the Charitable Incorporated Organisations (Insolvency and Dissolution) Regulations 2012.

ACIE's Foundation CIO Constitution is supported by Regulations and a Code of Ethics that apply to ACIE's Subscribing Members. Full Members are also bound by the Regulations for Full Members. Affiliate Members seeking Full Membership are also bound by the relevant sections of the Regulations for Full Members.

Recognition in UK charity legislation

If they are independent of the charity, and the charity is not required to have its financial statements audited by a registered auditor:

- ACIE Fellows are eligible to accept appointment as Independent Examiner of:
 - any charity registered in England and Wales (sections 144 and 145 of the Charities Act 2011);
 - any charity registered in Scotland (Regulation 11 of The Charities Accounts (Scotland) Regulations 2006); and
 - any charity registered in Northern Ireland (section 65 of the Charities Act (Northern Ireland) 2008); and
- as long as they do not breach the licence restrictions imposed by ACIE when it awarded them ACIE Full Membership as an ACIE Associate, ACIE Associates are eligible to accept appointment as Independent Examiner of:
 - any charity registered in Scotland (Regulation 11 of The Charities Accounts (Scotland) Regulations 2006); and
 - any charity registered in Northern Ireland (section 65 of the Charities Act (Northern Ireland) 2008).

Trustees

There must be at least three Trustees on ACIE's Board; the maximum number is nine. Every Trustee must be a natural person. At least one third of the Trustees must be an ACIE Fellow or a member of one of the bodies listed in section 145(4) of the Charities Act 2011.

Apart from the first Trustees of ACIE (as a CIO) from 14 June 2024, every Trustee must be appointed for a term of three years by a resolution passed at a properly convened meeting of the Trustees. In selecting individuals for appointment as Trustees, the Trustees must have regard to the skills, knowledge and experience needed for the effective administration of ACIE.

**Association of Charity Independent Examiners
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Trustees' report for the year ended 31 March 2025 (continued)

A Trustee who has served for three consecutive terms may not be reappointed for a fourth consecutive term, but may be reappointed after an interval of at least one year.

The names of the Trustees who have served since 1 April 2024 are shown on page 1 above. All of them are Subscribing Members.

Organisational structure

The Trustees normally meet at least four times a year to consider the business of ACIE. In 2024/2025, three meetings were held in Manchester, and two were held virtually via Zoom. In 2023/2024, two meetings were held in London, one was held in Manchester, and two were held virtually via Zoom.

A number of Trustees, together with a number of other Subscribing Members, also participated in the Membership Committee, which met as required.

Achievements and performance in 2024/2025

Conversion to a CIO

On 14 June 2024, the Charity Commission for England and Wales advised ACIE that its application to convert from a company limited by guarantee to a CIO had been successful.

Activities

Activities during the year included:

- arranging and running training courses and conferences;
- publishing a number of newsletters and bulletins for Subscribing Members, which addressed key changes in charity finance regulation and other matters of interest to Independent Examiners and preparers of charity financial statements;
- an enquiry service for Subscribing Members, non-members and charities seeking an Independent Examiner;
- awarding the professional qualification of Full Membership, designated by ACIE (ACIE Associate) or FCIE (ACIE Fellow); and
- collaboration with other bodies where this furthered ACIE's objects.

Training events

In 2024/2025, we ran 19 training events (all online via Zoom), as follows:

- Building your Independent Examination skills: England and Wales (3 hours) - run twice
- Building your Independent Examination skills: Scotland and Northern Ireland (3 hours) - run twice
- Building your Independent Examination skills: UK-wide (3 hours) - run once
- 'Applying for Full Membership' workshop - run twice
- Charity Accounts Prepared on a Receipts and Payments basis (England and Wales) - two sessions of two hours each
- Charity Accounts Prepared on a Receipts and Payments basis (Scotland and Northern Ireland) - two sessions of two hours each
- 10 lunchtime webinars of one hour each, each addressing a different aspect of IE or charity accounting.

Conferences

ACIE planned three conferences for 2024/2025:

- The England and Wales conference was held in Manchester on 22 May 2024. Attendees included a number of ACIE's founder members and former Trustees who had accepted ACIE's invitation to attend at no cost as part of the celebration of 25 years since ACIE was founded in 1999.

**Association of Charity Independent Examiners
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Trustees' report for the year ended 31 March 2025 (continued)

- The Scotland and Northern Ireland conference, due to be held in Glasgow on 24 October 2024, had to be cancelled due to poor registration numbers.
- The UK-wide online conference was held on 28 November 2024.

Improving the standard of Independent Examination

ACIE promotes and maintains high standards of practice, in part through progression to Full Membership.

ACIE's Membership Committee decided that, with a view to increasing pass rates, all applicants for ACIE Full Membership on or after 1 January 2025 (including any applying for a second or subsequent time) must have attended and completed the following training events:

- (1) Applicant to be an ACIE Fellow:
 - 'Applying For Full Membership' workshop; and
 - Courses A, B and C.
- (2) Applicant for a licence, as an ACIE Associate Member, to act as independent examiner for charities publishing financial statements prepared on an accruals basis:
 - 'Applying For Full Membership' workshop; and
 - Courses A, B and C.
- (3) Applicant for a licence, as an ACIE Associate Member, to act as independent examiner for charities publishing financial statements prepared on a receipts and payments basis:
 - 'Applying For Full Membership' workshop; and
 - Courses A and B.

Course A - Building your Independent Examination skills

Course B - Charity Accounts Prepared on a Receipts and Payments basis

Course C - Charity Accounts Prepared on an Accruals basis

Independent Examiner Workbook

The Independent Examiner Workbook continued to make sales and has become a valuable tool for many Independent Examiners. 45 copies (2024: 31) were sold during the year.

Outreach

ACIE's outreach work continued to work well with what has become regular contributions to the National Federation of Women's Institutes (NFWI), the MSc Charity Accounting and Management students at the Bayes Business School, and undergraduates at Liverpool John Moores University.

ACIE continued to work with its traditional partners, Association of Church Accountants & Treasurers (ACAT), Scottish Council for Voluntary Organisations (SCVO), and The Honorary Treasurers Forum (Honorary Treasurers). ACIE worked with The National Council for Voluntary Organisation (NCVO), Wales Council for Voluntary Action (WCVA) and the Institute of Chartered Accountants in England and Wales (ICAEW) to develop new links.

ACIE's Development Manager, Farah Mendlesohn was a speaker at events run by Wales Council for Voluntary Action (WCVA) and the Scottish Council for Voluntary Organisations (SCVO). Audiences were significantly larger than in previous years.

ACIE's Chair, Mark Heaton was invited to a number of conferences.

ACIE continued to respond to questions from charities requiring Independent Examiners and advice regarding IEs.

Trustees' report for the year ended 31 March 2025 (continued)

Public benefit

The Trustees have considered ACIE's activities and achievements for 2024/2025 and its plans for 2025/2026, against the Public Benefit Guidance issued by the Charity Commission for England and Wales. They agreed that the public who benefit from ACIE's work are those who are beneficiaries of the numerous small charities that are helped either directly by ACIE's information service or where Subscribing Members act as Independent Examiners.

The Trustees are satisfied that this report on ACIE's activities in 2024/2025 and its plans for the future, demonstrate that, in fulfilling its objects, the charities which ACIE assists should experience on-going or improved efficiency and confidence in their financial management, allowing them to spend more time, money and energy on their own beneficiaries.

ACIE is committed to those Subscribing Members who are Voluntary Independent Examiners (VIEs), who undertake IEs either on a voluntary basis (ie without charging any fees or expenses) or have no more than £500 income per year from IE work. ACIE is grateful to the Subscribing Members who make donations to the VIE Support Fund (formerly called the Bursary Fund) restricted fund, which enables it to offer subsidised membership subscriptions to VIE Subscribing Members.

Subscribing Members

The table below shows, analysed by membership level, the number of individuals who were ACIE Subscribing Members at 31 March 2025. There were five (2024: five) Corporate Affiliate Memberships, each of which comprised 5 individual Affiliates; and there was one (2024: none) Corporate Affiliate Memberships comprising nine individual Affiliates.

	31 March 2025 Number	31 March 2024 Number
Fellow	64	67
Fellow VIE	3	3
Associate	17	19
Associate VIE	3	4
Full Members	87	93
Affiliate	267	273
Affiliate VIE	83	76
Retired (non-practising), including run-off Professional Indemnity Insurance	3	3
Retired (non-practising), no Professional Indemnity Insurance	4	1
Corporate Affiliate Membership	34	25
	478	471

Key

VIE A Voluntary Independent Examiner, who undertakes IEs either on a voluntary basis (ie without charging any fees or expenses) or has no more than £500 income per year from IE work.

We congratulate those Affiliate Members whose applications to become Full Members have been successful. Success is dependent on Affiliate Members being able to demonstrate that they have the requisite ability and practical experience in examining and/or preparing charities' financial statements, and results in their being able to use the designatory letters of FCIE (ACIE Fellow) or ACIE (ACIE Associate) to evidence their level of expertise in the field of IE.

We welcome new Affiliate Members who joined during 2024/2025. Unfortunately, ACIE said goodbye to some Subscribing Members, including those who have decided to retire from performing IEs, and we wish them all the best for the future.

The slow decline in the number of Full Members (mainly through retirement) continues to be a matter for concern.

Trustees' report for the year ended 31 March 2025 (continued)

Financial review

ACIE's total income receivable for 2024/2025 was £73,704 (2023/2024: £62,129). Total expenditure in the year was £62,273 (2023/2024: £67,973), which resulted in a net increase in funds of £11,431 (2023/2024: a net decrease of £5,844).

ACIE's primary source of income is membership subscriptions, which showed a 10.0% increase (£37,059 compared to £33,678 in 2023/2024). The fees receivable from Subscribing Members for professional indemnity insurance went up by 6.5% from £8,671 (2023/2024) to £9,236 (2024/2025).

ACIE's total funds at 31 March 2025 amounted to £54,951 (2024: £43,520), comprising unrestricted funds of £54,830 (2024: £43,404) and the VIE Support Fund restricted fund of £121 (2024: £116). The VIE Support restricted fund is funded by donations kindly made by Subscribing Members, and subsidises VIE Subscribing Members who pay their membership subscriptions at a lower level than other Subscribing Members. Donations to the VIE Support Fund totalling £724 were utilised during 2024/2025 (2023/2024: £1,185).

Reserves policy

The Trustees' reserves policy is to maintain a minimum of six months' day-to-day running costs - at 31 March 2025 about £28,000 (2024: £31,000) - to ensure sufficient working capital is available to meet expected expenditure and liabilities in the event of a fall in income. At 31 March 2025, the balance on the General Fund was £35,576 (2024: £23,922) (all held in liquid funds), which means that there were excess free reserves at that date of £7,576 (2024: a deficit on free reserves of £7,078).

Challenges for 2025/2026

Address the main challenges:

- the continuing decline in the numbers of Full Members;
- the retirement of some of the current trainers, with no obvious replacements;
- the availability of training on charity accounting and related issues being provided by other organisations, including the ICAEW and the Charity Finance Group; and
- the slow response to some applications for Full Membership and complaints about Full Members, because the number of people on ACIE's Membership Committee has decreased, as has their availability.

Continue to do what we do well:

- being mindful of changes affecting the third sector and how to continue providing Subscribing Members with the information, support and advice they need, including low-cost professional indemnity insurance;
- striving to proactively promote the importance of IE to charities' trustees and treasurers;
- responding to the training needs of Subscribing Members and others involved or interested in IE;
- working in partnership with other organisations to promote best practice in IE; and
- engaging Trustees to be committed and active members of ACIE's Board.

Areas for improvement:

- increasing the numbers of people becoming, and remaining as, Subscribing Members - in particular, the under-represented demographics;
- adding value to Subscribing Membership packages and raising awareness of the various benefits on offer;
- providing Subscribing Members with access to training and tools to help with their examinations in all parts of the UK;
- encouraging more Affiliate Members to apply for Full Membership;
- reflecting on ACIE's needs and the roles and responsibilities of ACIE Trustees and the ACIE staff and others who provide office and administrative support;
- continuing to encourage Full Members to maintain their CPD and to complete their CPD declarations; and
- expanding regional engagement.

Trustees' report for the year ended 31 March 2025 (continued)

Risk management

The Trustees continued to assess and address the risks faced by ACIE. A major risk is having only one part-time employee and one part-time, self-employed finance administrator; and everything else that needs doing is done by a small number of Trustees and a small number of volunteers on the Membership Committee.

Accounting and reporting responsibilities

The Trustees are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and regulations.

Charity law requires the Trustees to prepare financial statements for each financial year. Under charity law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of ACIE's state of affairs 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 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland' (FRS 102) ("the Charities SORP");
- make judgements 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; and
- prepare the financial statements on the going concern basis, unless it is inappropriate to presume that ACIE will continue in business.

The Trustees are responsible for:

- keeping adequate accounting records which:
 - are sufficient to show and explain ACIE's transactions and disclose with reasonable accuracy at any time the financial position of ACIE; and
 - enable them (the Trustees) to ensure that the financial statements comply with the Charities (Accounts and Reports) Regulations 2008 and The Charities Accounts (Scotland) Regulations 2006; and
- safeguarding ACIE's assets and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approval

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



Mark Robert Heaton
Trustee

**Association of Charity Independent Examiners
(A Charitable Incorporated Organisation)**

Independent Examiner's report to the Trustees of Association of Charity Independent Examiners for the year ended 31 March 2025

I report to the Trustees on my examination of the financial statements of Association of Charity Independent Examiners ('the charity') for the year ended 31 March 2025, which are set out on pages 10 to 20.

This report is made solely to the charity's Trustees, as a body, in accordance with section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 ('the 2005 Act') and section 145 of the Charities Act 2011 ('the 2011 Act'). My examination has been undertaken so that I might state to the charity'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 charity and the charity's Trustees as a body, for my examination, for this report, or for the opinions I have formed.

Responsibilities and basis of report

As the Trustees of the charity, you are responsible for the preparation of the financial statements in accordance with the requirements of the 2005 Act, the Charities Accounts (Scotland) Regulations 2006 (as amended) ('the 2006 Regulations') and the 2011 Act.

I report in respect of my examination of the charity's accounts as carried out under section 44 (1)(c) of the 2005 Act and section 145 of the 2011 Act. In carrying out my examination I have followed the requirements of Regulation 11 of the 2006 Regulations and the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiner's statement

Since the charity has prepared its financial statements on an accruals basis and is registered in Scotland, your examiner must be a member of a body listed in Regulation 11(2) of the 2006 Regulations. I can confirm that I am qualified to undertake the examination because I am a Fellow 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 that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 44(1)(a) of the 2005 Act, Regulation 4 of the 2006 Regulations and section 130 of the 2011 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the accounting requirements of Regulation 8 of the 2006 Regulations, and do not comply with the applicable requirements concerning the form and content of financial statements set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the financial statements give a 'true and fair' view which is not a matter considered as part of an independent examination.

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



Signed:

Dated: 01/10/2025

Anita C Mason BA (Hons) BFP FCA

Mitchell Charlesworth

Suites C, D, E & F, 14th Floor, The Plaza, Old Hall Street
Liverpool, L3 9QJ

**Association of Charity Independent Examiners
(A Charitable Incorporated Organisation)**

Statement of financial activities for the year ended 31 March 2025

	Note	Unrestricted Funds 2025	Restricted funds 2025	Total funds 2025	Total funds 2024
		£	£	£	£
Income from:					
Donations and legacies	4	-	729	729	1,214
Charitable activities	5	71,218	-	71,218	59,353
Bank and other interest		1,757	-	1,757	1,562
Total income		72,975	729	73,704	62,129
Expenditure on charitable activities:					
Direct costs	6	24,496	-	24,496	26,179
Support costs	7	37,777	-	37,777	41,794
Total expenditure		62,273	-	62,273	67,973
Net income/(expenditure)		10,702	729	11,431	(5,844)
Transfers between funds	15	724	(724)	-	-
Net movement in funds		11,426	5	11,431	(5,844)
Reconciliation of funds:					
Total funds brought forward	15	43,404	116	43,520	49,364
Total funds carried forward	15	54,830	121	54,951	43,520

All income and expenditure derive from continuing activities.

Comparative figures for the previous year by fund type are shown in Note 17.

The notes on pages 12 to 20 form an integral part of these financial statements.

**Association of Charity Independent Examiners
(A Charitable Incorporated Organisation)**

Balance sheet as 31 March 2025

	Note	Total funds 2025 £	Total funds 2024 £
Current assets:			
Debtors	11	1,508	1,337
Cash at bank and in hand		63,828	54,455
		65,336	55,792
Creditors: Amounts falling due within one year	12	(10,385)	(12,272)
Total net assets	14	54,951	43,520
The funds of the charity:			
Restricted fund - VIE Support Fund	15	121	116
Unrestricted funds:			
Designated Fund - Development Fund	15	19,254	19,482
General Fund	15	35,576	23,922
Total unrestricted funds		54,830	43,404
Total funds		54,951	43,520

The notes on pages 12 to 20 form an integral part of these financial statements.

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



Mark Robert Heaton
Trustee

Notes to the financial statements for the year ended 31 March 2025

1 General information

Between 6 December 2010 (the date of incorporation) and 14 June 2024, Association of Charity Independent Examiners ("ACIE") was a charitable company (registered in England and Wales, company number: 07461134), governed by its Articles of Association, dated 6 December 2010.

On 14 June 2024, the Charity Commission for England and Wales advised that:

- ACIE's application to convert from a charitable company to a Charitable Incorporated Organisation (CIO) had been successful; and
- the governing document submitted with ACIE's application for the CIO conversion (namely, its Foundation CIO Constitution, dated 15 September 2023) was now its governing document.

ACIE is registered as a charity in England and Wales (registered number: 1139609) and Scotland (registered number: 07461134). ACIE is a public benefit entity.

ACIE's registered address is 1st Floor, Block C, The Wharf, Manchester Road, Burnley BB11 1JG.

2 Accounting policies

2.1 Basis of preparation of financial statements

The process of converting ACIE from a charitable company to a CIO was such that ACIE (as a legal person) had a continuous existence. Accordingly, it did not affect how the financial statements for the year ended 31 March 2024, or these financial statements for the year ended 31 March 2025, should be prepared, except that the requirements of the Companies Act 2006 no longer applied/apply.

The financial statements are prepared on an accruals basis, and on a going concern basis (Note 2.2), in accordance with:

- '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)', published in October 2019 ("the Charities SORP");
- The Financial Reporting Standard applicable in the UK and Republic of Ireland, published in January 2022 ("FRS 102"), to the extent that it applies to small entities and public benefit entities;
- Regulation 8 (Statement of account - Fully accrued accounts) of The Charities Accounts (Scotland) Regulations 2006 [which applies to charities registered in Scotland];
- UK Generally Accepted Accounting Practice; and
- the historical cost convention.

The financial statements are presented in UK sterling, which is ACIE's functional currency, and rounded to the nearest pound.

ACIE does not constitute a "larger charity" for the purposes of the Charities SORP, and has opted not to include a statement of cash flows in these financial statements.

2.2 Going concern

The Trustees assess whether the use of going concern is appropriate - ie whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of ACIE to continue as a going concern.

The Trustees make this assessment in respect of at least one year from the date they approve the financial statements, and have concluded that ACIE has adequate resources and reserves to enable it to continue in operational existence for the foreseeable future; there are no material uncertainties about ACIE's ability to continue as a going concern; and it remains appropriate to adopt the going concern basis of accounting in preparing these financial statements.

Notes to the financial statements for the year ended 31 March 2025 (continued)

2 Accounting policies (continued)

2.3 Fund accounting

Any donation or grant received by ACIE that the donor requires to be used for a specified purpose is treated as 'restricted' income and credited to the appropriate 'restricted fund'. Any costs incurred in raising or administering such funds are charged against the relevant restricted fund.

All other donations and grants received by ACIE are treated as 'unrestricted' income and credited to the General Fund, which is an 'unrestricted fund'.

Designated funds are unrestricted funds that the Trustees have set aside for particular purposes.

2.4 Income

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

Membership subscriptions and professional indemnity insurance fees received are accounted for as income in the financial year to which they relate. Any membership subscriptions or professional indemnity insurance fees received in one financial year that relate to a subsequent financial year are accounted for in the balance sheet as deferred income.

Fees received for conferences, training courses and webinars are accounted for as income in the financial year in which the relevant event takes place. Any fees received in one financial year for an event in a subsequent financial year are accounted for in the balance sheet as deferred income.

2.5 Interest receivable

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

2.6 Expenditure

Expenditure is recognised on an accruals basis; as soon as a legal or constructive obligation has arisen that commits ACIE to transfer economic benefit (usually in the form of money) to a third party in settlement, and the amount of the obligation can be measured or estimated reliably.

A legal obligation arises when ACIE enters into a binding contract or there is a statutory requirement for ACIE to make a payment. When ACIE enters into a contract for the supply of goods or services, expenditure is recognised once the supplier of the goods or services has performed its part of the contract.

A constructive obligation arises when ACIE indicates to other parties that it accepts particular responsibilities and thereby creates a valid expectation on their part that ACIE will meet them.

Expenditure on charitable activities comprises expenditure that is incurred when undertaking the activities which further ACIE's objectives, as well as any associated support costs.

Governance costs comprise all costs involving the public accountability of ACIE and its compliance with regulation and good practice, including the costs of preparing and examining the financial statements, the cost of trustee meetings and the cost of any legal advice to trustees on governance or constitutional matters.

Notes to the financial statements for the year ended 31 March 2025 (continued)

2 Accounting policies (continued)

2.7 Taxation

ACIE is not liable to corporation tax, capital gains tax or income tax on its charitable activities. Irrecoverable VAT is included in the asset cost or the expense to which it relates.

2.8 Tangible assets

Tangible assets are capitalised if they can be used for more than one year and cost at least £1,000. They are valued at cost or, if gifted, at their value on receipt.

ACIE does not currently have any capitalised tangible assets.

2.9 Cash at bank and in hand

Cash at bank and in hand comprises 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.

2.10 Financial instruments

ACIE has elected to apply the provisions of Section 11 (Basic Financial Instruments) and Section 12 (Other Financial Instruments Issues) of FRS 102 to all of its financial instruments.

Financial instruments are recognised in ACIE's balance sheet when ACIE becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans, are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when ACIE's contractual obligations expire or are discharged or cancelled.

Notes to the financial statements for the year ended 31 March 2025 (continued)

3 Critical accounting estimates and areas of judgement

In the application of ACIE's accounting policies, the Trustees are required to make judgments, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of revision and future periods where the revision affects both current and future periods.

There were no critical accounting estimates made in either year.

4 Income from donations and legacies

	Restricted fund - VIE Support Fund 2025 £	Restricted fund - VIE Support Fund 2024 £
Donations to VIE Support Fund	608	1,026
Gift Aid claimed on donations to VIE Support Fund	121	188
	729	1,214

5 Income from charitable activities

	Unrestricted fund - General Fund 2025 £	Unrestricted fund - General Fund 2024 £
Membership subscriptions	37,059	33,678
Professional indemnity insurance fees from members	9,236	8,671
Fees - Training courses and webinars	12,855	8,855
Fees - Conferences	9,829	6,205
Sales of 'Independent Examiner Workbook for Members'	2,239	1,794
Fees - Applications for Full Membership	-	150
	71,218	59,353

6 Expenditure on charitable activities - Direct costs

	Unrestricted fund - General Fund 2025 £	Unrestricted fund - General Fund 2024 £
Professional indemnity insurance for members	8,755	8,106
Training courses and webinars - Presenters, facilitators and venues	7,683	9,523
Conferences - Presenters, facilitators and venues	7,011	6,692
Conferences - Trustees' expenses - Travel and subsistence (Note 10)	-	641
Stripe credit/debit card processing fees	847	747
Newsletter design and production	200	470
	24,496	26,179

Notes to the financial statements for the year ended 31 March 2025 (continued)

7 Expenditure on charitable activities - Support costs

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Staff costs (Note 8)	18,359	15,493
Governance costs (Note 9)	5,400	7,414
Office and administrative support	4,857	7,920
Website, software and email	2,952	2,965
Employee - Travel and subsistence	1,968	2,024
Advertising, marketing and sponsorship by ACIE	1,148	3,448
Technical Adviser	1,100	428
Insurance	773	751
Subscriptions	582	879
Payroll service (Note 16)	340	330
Other	298	142
	37,777	41,794

The expenditure on 'Support costs - Website, software and email' for the year ended 31 March 2025 includes £228 (2024: £144) attributable to the Designated Development Fund. All other expenditure on support costs was attributable to the General Fund in both years.

8 Expenditure on charitable activities - Support costs - Staff costs

For both years, the amount shown for expenditure on staff costs in Note 7 constitutes the gross salary of ACIE's one part-time employee, who is primarily involved in managing development. In accordance with HMRC's rules that apply to eligible employers, ACIE (as a charity) claimed Employment Allowance, which reduced the amount payable for Class 1 Employer's National Insurance contributions to £nil for both years.

No pension contributions were payable for either year.

9 Expenditure on charitable activities - Support costs - Governance costs

	Unrestricted fund - General Fund 2025 £	Unrestricted fund - General Fund 2024 £
Independent Examiner's fee	1,986	1,890
Travel and subsistence - Trustees (Note 10)	1,370	1,917
Travel and subsistence - Others	1,024	1,646
Trustee meetings - Room hire	746	1,035
Training and development - Trustees	141	191
Compliance charges (Note 16)	133	120
Legal advice	-	615
	5,400	7,414

Notes to the financial statements for the year ended 31 March 2025 (continued)

10 Trustees' remuneration and expenses

The Trustees are ACIE'S key management. Neither Trustees nor any persons connected with them received any remuneration or other benefits for either year.

For the year ended 31 March 2025, a total of £1,370 was reimbursed to, or paid on behalf of, five Trustees for travel and subsistence expenses incurred in fulfilling their Trustee duties at Trustee and other meetings (Note 9 - Expenditure on charitable activities - Support costs - Governance costs).

For the year ended 31 March 2024, a total of £641 was reimbursed to, or paid on behalf of, two Trustees for travel and subsistence expenses incurred in fulfilling their Trustee duties at an ACIE conference (Note 6 - Expenditure on charitable activities - Direct costs); and a total of £1,917 was reimbursed to, or paid on behalf of, six Trustees for travel and subsistence expenses incurred in fulfilling their Trustee duties at Trustee and other meetings (Note 9 - Expenditure on charitable activities - Support costs - Governance costs).

11 Debtors

	2025	2024
	£	£
Prepayments	1,387	1,201
Gift aid recoverable	121	116
Other debtors	-	20
	<u>1,508</u>	<u>1,337</u>

12 Creditors: Amounts falling due within one year

	2025	2024
	£	£
Deferred income	6,914	8,887
Accruals - Independent Examiner's fee	1,986	1,890
Provisions for refunds payable on training courses, webinars and conferences	320	455
Other creditors	1,165	1,040
	<u>10,385</u>	<u>12,272</u>
	£	£
Deferred income at beginning of year	8,887	6,361
Resources deferred during year	6,914	8,887
Amounts released from previous year	(8,887)	(6,361)
Deferred income at end of year	<u>6,914</u>	<u>8,887</u>

Notes to the financial statements for the year ended 31 March 2025 (continued)

13 Financial instruments

	2025 £	2024 £
Financial assets		
Financial assets measured at fair value through income and expenditure:		
Cash at bank and in hand	63,828	54,455
Gift aid recoverable	121	116
Other debtors	-	20
	<u>63,949</u>	<u>54,591</u>
	2025 £	2024 £
Financial liabilities		
Financial liabilities measured at fair value through income and expenditure:		
Accruals	(1,986)	(1,890)
Provisions for refunds payable on training courses, webinars and conferences	(320)	(455)
Other creditors	(1,165)	(1,040)
	<u>(3,471)</u>	<u>(3,385)</u>

Other financial liabilities measured at fair value through income and expenditure comprise creditors.

14 Analysis of net assets between funds

31 March 2025

	Unrestricted funds £	Restricted funds £	Total funds £
Current assets	65,215	121	65,336
Creditors: Amounts falling due within one year	(10,385)	-	(10,385)
Total	<u>54,830</u>	<u>121</u>	<u>54,951</u>

31 March 2024

	Unrestricted funds £	Restricted funds £	Total funds £
Current assets	55,676	116	55,792
Creditors: Amounts falling due within one year	(12,272)	-	(12,272)
Total	<u>43,404</u>	<u>116</u>	<u>43,520</u>

Notes to the financial statements for the year ended 31 March 2025 (continued)

15 Statement of funds

Year ended 31 March 2025

	Balance at beginning of year £	Income £	Expenditure £	Transfers in/out £	Balance at end of year £
Unrestricted funds					
Designated fund - Development Fund	19,482	-	(228)	-	19,254
General Fund	23,922	72,975	(62,045)	724	35,576
Total unrestricted funds	43,404	72,975	(62,273)	724	54,830
Restricted funds					
VIE Support Fund	116	729	-	(724)	121
Total funds	43,520	73,704	(62,273)	-	54,951

Year ended 31 March 2024

	Balance at beginning of year £	Income £	Expenditure £	Transfers in/out £	Balance at end of year £
Unrestricted funds					
Designated fund - Development Fund	4,626	-	(144)	15,000	19,482
General Fund	44,651	60,915	(67,829)	(13,815)	23,922
Total unrestricted funds	49,277	60,915	(67,973)	1,185	43,404
Restricted fund					
VIE Support Fund	87	1,214	-	(1,185)	116
Total funds	49,364	62,129	(67,973)	-	43,520

Designated fund - Development Fund

The Development Fund is designated to be used to pay for the development and training of Subscribing Members. On 15 September 2023, the Trustees resolved to transfer an additional £15,000 from the General Fund to the Development Fund.

Restricted fund - VIE Support Fund

The VIE Support Fund (formerly called the Bursary Fund) restricted fund is funded by donations from members, and used to subsidise those members who are Voluntary Independent Examiners ("VIEs") and pay their membership subscriptions at a lower level than other members.

During the year ended 31 March 2025, donations totalling £729 (2024: £1,214) were received for the VIE Support Fund, and £724 (2024: £1,185) was transferred from the VIE Support Fund to the General Fund. The balance on the VIE Support Fund at the year-end is represented by the amount of Gift Aid recoverable at that date on the donations received for the VIE Support Fund.

Notes to the financial statements for the year ended 31 March 2025 (continued)

16 Related party transactions

Mark Robert Heaton (ACIE Trustee from 22 October 2019) is a director of the accountancy practice, KM Business Solutions Limited.

For the year ended 31 March 2025, fees totalling £460 were payable by ACIE to KM Business Solutions Limited, for payroll service (£340) and compliance charges (£120).

For the year ended 31 March 2024, fees totalling £450 were payable by ACIE to KM Business Solutions Limited, for payroll service (£330) and compliance charges (£120).

All individuals who were Trustees for all or part of the two years paid the same amounts as other members for their membership subscriptions, professional indemnity insurance, conference fees, course and webinar fees, and the Independent Examiner Workbook for Members.

Other than those reported in Note 10 and in this Note, there were no related party transactions in either year that require disclosure.

17 Statement of financial activities for the year ended 31 March 2024

		Unrestricted Funds 2024	Restricted funds 2024	Total funds 2024	Total funds 2023
	Note	£	£	£	£
Income from:					
Donations and legacies	4	-	1,214	1,214	897
Charitable activities	5	59,353	-	59,353	52,153
Bank and other interest		1,562	-	1,562	598
Total income		60,915	1,214	62,129	53,648
Expenditure on charitable activities:					
Direct costs	6	26,179	-	26,179	25,771
Support costs	7	41,794	-	41,794	53,035
Total expenditure		67,973	-	67,973	78,806
Net income/(expenditure)		(7,058)	1,214	(5,844)	(25,158)
Transfers between funds	15	1,185	(1,185)	-	-
Net movement in funds		(5,873)	29	(5,844)	(25,158)
Reconciliation of funds:					
Total funds brought forward	15	49,277	87	49,364	74,522
Total funds carried forward	15	43,404	116	43,520	49,364

ASSOCIATION OF CHARITY INDEPENDENT EXAMINERS

England & Wales - Charity number 1139609

Accounts

Charity registered numbers: 1139609 (England and Wales) and SC039066 (Scotland)

Association of Charity Independent Examiners
(A Charitable Incorporated Organisation)

Unaudited Trustees' report and financial statements

For the year ended 31 March 2024

**Association of Charity Independent Examiners
(A Charitable Incorporated Organisation)**

Trustees' report and financial statements for the year ended 31 March 2024

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**Association of Charity Independent Examiners
(A Charitable Incorporated Organisation)**

Reference and administrative details of the Charity, its Trustees and advisers for the year ended 31 March 2024

Name	Association of Charity Independent Examiners ("ACIE")
Governing document	ACIE's Foundation CIO Constitution, dated 15 September 2023
Charity registered numbers	1139609 (England and Wales) and SC039066 (Scotland)
Registered office	1st Floor, Block C The Wharf Manchester Road Burnley BB11 1JG

Trustees and CIO Members	Anthony Gerard Clarke † Muhammad Husnain Haider † (from 26 June 2024) Isabel Harland (from 26 June 2024) Mark Robert Heaton *† Siu Riley (from 26 June 2024) Anthony Richard Vincent *† Kerry Roberts (née Clayton) (to 26 June 2024) Susan Robinson *† (to 26 June 2024) Frances Mary Taylor *† (to 26 June 2024)
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* Denotes an ACIE Fellow.

† Denotes a member of one or more of the bodies listed in section 145(4) of the Charities Act 2011.

Bankers	Unity Trust Bank PLC 9 Brindleyplace Birmingham B1 2HB
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Independent Examiner	Anita C Mason BA(Hons) BFP FCA Mitchell Charlesworth Suite 5.1 12 Tithebarn Street Liverpool L2 2DT
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**Association of Charity Independent Examiners
(A Charitable Incorporated Organisation)**

Trustees' report for the year ended 31 March 2024

The Trustees of Association of Charity Independent Examiners ("ACIE") present their report and the financial statements of ACIE (together with the Independent Examiner's report thereon) for the year ended 31 March 2024.

Purpose

ACIE is an association of people who carry out Independent Examinations ("IEs") of charities' financial statements, providing support and information to its Subscribing Members, charities and other interested parties. The purpose of ACIE is to promote best practice in IE.

Objects

ACIE's objects are specified in Clause 3 of ACIE's Foundation CIO Constitution, dated 15 September 2023 ("ACIE's Foundation CIO Constitution"), as follows:

- 3.1 The objects of the CIO [ie ACIE] are to promote the greater effectiveness of charities in the United Kingdom in the achievement of their charitable objects:
 - 3.1.1 by providing advice, support and training to any person acting or wishing to act as an Independent Examiner of charity accounts;
 - 3.1.2 by promoting and maintaining high standards of practice and professional conduct through and by its members [see Note below]; and
 - 3.1.3 by providing trustees of charities with information in connection with the selection and appointment of Independent Examiners.
- 3.2 Nothing in ACIE's Foundation CIO Constitution shall authorise an application of ACIE's property for purposes which are not charitable in accordance with section 7 of the Charities and Trustee Investment (Scotland) Act 2005 and section 2 of the Charities Act (Northern Ireland) 2008.

(Note: For the purposes of clause 3, "its members" means collectively: (a) all CIO Members; and (b) all persons (including all Subscribing Members) in one or other of the classes and categories of non-voting membership created in accordance with clause 17 thereof.)

History and structure

In 1998, Association of Charity Independent Examiners ("the Association") began on an informal basis, and formally came into being as an independent organisation at a Launch Conference held in York on 21 January 1999.

From 1 July 1999, the Association (governed by a constitution as an unincorporated association) became an active body able to receive subscriptions etc and hold funds.

On 25 August 1999, the Association was registered as a charity with the Charity Commission for England and Wales (charity number: 1077154).

On 11 December 2007, the Association was registered as a charity in Scotland (charity number: SC0399066).

On 6 December 2010, Association of Charity Independent Examiners (a company limited by guarantee, registered in England and Wales, company number: 07461134) ("the Charitable Company") was incorporated. It was governed by its Articles of Association dated 6 December 2010.

On 31 December 2010:

- the Charitable Company was registered as a charity with the Charity Commission for England and Wales (charity number: 1139609), with the same charitable objects as the Association; and
- the Association's assets, liabilities and activities were transferred to the Charitable Company.

**Association of Charity Independent Examiners
(A Charitable Incorporated Organisation)**

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

On 14 June 2024, the Charity Commission for England and Wales advised that:

- the Charitable Company's application to convert to a Charitable Incorporated Organisation (CIO) called 'Association of Charity Independent Examiners' ("ACIE") had been successful; and
- the governing document submitted with the Charitable Company's application for the CIO conversion (namely, ACIE's Foundation CIO Constitution) was now ACIE's governing document.

The charity registration number in England and Wales (charity number: 1139609) has remained the same from the Charitable Company to ACIE (as a CIO). The charity registration number in Scotland has remained the same (charity number: SC0399066) from the Association to the Charitable Company to ACIE (as a CIO).

Governance and membership

The CIO Members of ACIE are its Trustees for the time being. The only persons eligible to be CIO Members are its Trustees. Membership of the CIO cannot be transferred to anyone else. Any person who ceases to be a Trustee automatically ceases to be a CIO Member.

ACIE has three principal classes of Subscribing Members: Full Members (ACIE Fellows), Full Members (ACIE Associates) and Affiliate Members.

Unless they are also CIO Members, persons who are in any Subscribing Membership or other class of non-voting membership do not qualify as "members" of the CIO for any purpose under the Charities Act 2011, the Charitable Incorporated Organisations (General) Regulations 2012 or the Charitable Incorporated Organisations (Insolvency and Dissolution) Regulations 2012.

ACIE's Foundation CIO Constitution is supported by Regulations and a Code of Ethics that apply to ACIE's Subscribing Members. Full Members are also bound by the Regulations for Full Members. Affiliate Members seeking Full Membership are also bound by the relevant sections of the Regulations for Full Members.

Recognition in UK charity legislation

If they are independent of the charity, and the charity is not required to have its financial statements audited by a registered auditor:

- ACIE Fellows are eligible to accept appointment as Independent Examiner of:
 - any charity registered in England and Wales (sections 144 and 145 of the Charities Act 2011);
 - any charity registered in Scotland (Regulation 11 of The Charities Accounts (Scotland) Regulations 2006; and
 - any charity registered in Northern Ireland (section 65 of the Charities Act (Northern Ireland) 2008); and
- as long as they do not breach the licence restrictions imposed by ACIE when it awarded them ACIE Full Membership as an ACIE Associate, ACIE Associates are eligible to accept appointment as Independent Examiner of:
 - any charity registered in Scotland (Regulation 11 of The Charities Accounts (Scotland) Regulations 2006; and
 - any charity registered in Northern Ireland (section 65 of the Charities Act (Northern Ireland) 2008).

Trustees

There must be at least three Trustees on ACIE's Board; the maximum number is nine. Every Trustee must be a natural person. At least one third of the Trustees must be an ACIE Fellow or a member of one of the bodies listed in section 145(4) of the Charities Act 2011.

Apart from the first Trustees of ACIE (as a CIO) from 14 June 2024, every Trustee must be appointed for a term of three years by a resolution passed at a properly convened meeting of the Trustees. In selecting individuals for appointment as Trustees, the Trustees must have regard to the skills, knowledge and experience needed for the effective administration of ACIE.

**Association of Charity Independent Examiners
(A Charitable Incorporated Organisation)**

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

A Trustee who has served for three consecutive terms may not be reappointed for a fourth consecutive term, but may be reappointed after an interval of at least one year.

The names of the Trustees who have served since 1 April 2023 are shown on page 1 above. All of them are Subscribing Members.

Organisational structure

The Trustees normally meet at least four times a year to consider the business of ACIE. In 2023/2024, two meetings were held in London, one was held in Manchester, and two were held virtually via Zoom.

Trustees also participated in the following committees that met as required:

- Governance and Finance Committee
- Membership Committee
- Training Committee
- Advisory Committees for Scotland and Northern Ireland

Achievements and performance in 2023/2024

Activities

Activities during the year included:

- arranging and running training courses and conferences;
- publishing newsletters for Subscribing Members and providing topical communications by email;
- an enquiry service for Subscribing Members, non-members and charities seeking an Independent Examiner;
- awarding the professional qualification of Full Membership, designated by ACIE (ACIE Associate) or FCIE (ACIE Fellow);
- collaboration with other bodies where this furthered ACIE's objects; and
- in connection with ACIE's conversion from a charitable company to a CIO, completing the relevant documentation and submitting it to the Charity Commission for England and Wales for approval.

Training

In 2023/2024, the delivery of the majority of training events remained online. The only training events held in person were the Full Member Workshops.

ACIE planned three conferences. The England and Wales conference due to be held in London on 5 October 2023 had to be cancelled due to a train strike. The Scotland and Northern Ireland conference on 19 October 2023 ran with reduced numbers due to storms. Both it and the UK-wide online conference (which was held on 2 November 2023) were well received.

Online provision of training events continued to help ACIE meet its regional outreach targets, with increased participation from the hard-to-reach areas of Northern Scotland, Wales and the South West of England.

Improving the standard of Independent Examination

ACIE promotes and maintains high standards of practice, in part through progression to Full Membership. In 2023/2024, ACIE ran a number of courses to support Affiliate Members applying for Full Membership. ACIE's Membership Committee continued to do what it could to streamline the process of assessment and improve the completion rate and turnaround.

**Association of Charity Independent Examiners
(A Charitable Incorporated Organisation)**

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

Continuing Professional Development

ACIE's best practice training is designed to give Independent Examiners, whatever their experience, confidence in their abilities and takes attendees through the IE regime, considerations when taking on new clients, planning examination work, carrying out fieldwork and producing statutory and discretionary reports to the Regulator.

During 2023/2024:

- the conferences in October and November 2023 attracted some 25% of Subscribing Members;
- some 35% of Subscribing Members attended one or more of the training webinars offered by ACIE;
- some 24% of attendees were non-members, which more than trebled the numbers of non-members attending training events compared to the previous year;
- 33 Affiliate Members attended the 'Applying for Full Membership' workshops; and
- 44 Subscribing Members attended the 'Building Your Independent Examination skills' webinars.

Regional reach: ACIE continued to draw most attendees from London and the South East of England, while Scotland accounted for around 20% of attendance at training events, which correlates with the proportion of members in Scotland. Of concern is that ACIE is still not reaching Wales or Northern Ireland to any extent.

Keeping Subscribing Members up to date: During 2023/2024, ACIE published three newsletters and a number of bulletins, which contained details of key changes in charity finance regulation, including salient information provided by government and advisory agencies, ACIE also provided specific advice to Subscribing Members through its enquiry service.

Independent Examiner Workbook

The Independent Examiner Workbook continued to make sales and has become a valuable tool for many Independent Examiners.

Outreach

ACIE's outreach work continued well with what has become regular contributions to the MSc Charity Accounting and Management students at the Bayes Business School, Voluntary Action South Ayrshire (VASA), the National Federation of Women's Institutes (NFWI) and St Mary's University, Twickenham.

ACIE continued to work with its traditional partners, Association of Church Accountants & Treasurers (ACAT), Scottish Council for Voluntary Organisations (SCVO), and The Honorary Treasurers Forum (Honorary Treasurers), and on a training project for undergraduates at Liverpool John Moores University. ACIE worked with The National Council for Voluntary Organisation (NCVO), Wales Council for Voluntary Action (WCVA) and the Institute of Chartered Accountants in England and Wales (ICAEW) to develop new links.

ACIE continued to respond to questions from charities requiring Independent Examiners and advice regarding IEs.

Public benefit

The Trustees have considered ACIE's activities and achievements for 2023/2024 and its plans for 2024/2025, against the Public Benefit Guidance issued by the Charity Commission for England and Wales. They agreed that the public who benefit from ACIE's work are those who are beneficiaries of the numerous small charities that are helped either directly by ACIE's information service or where Subscribing Members act as Independent Examiners.

The Trustees are satisfied that this report on ACIE's activities in 2023/2024 and its plans for the future, demonstrate that, in fulfilling its objects, the charities which ACIE assists should experience on-going or improved efficiency and confidence in their financial management, allowing them to spend more time, money and energy on their own beneficiaries.

**Association of Charity Independent Examiners
(A Charitable Incorporated Organisation)**

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

ACIE is committed to those Subscribing Members are Voluntary Independent Examiners (VIEs), who undertake IEs either on a voluntary basis (ie without charging any fees or expenses) or have no more than £500 income per year from IE work. ACIE is grateful to the Subscribing Members who make donations to the Bursary Fund restricted fund, which enables it to offer subsidised membership subscriptions to VIE Subscribing Members.

Subscribing Members

The table below shows, analysed by membership level, the number of individuals who were ACIE Subscribing Members at 31 March 2024. There were five Corporate Affiliate Memberships at 31 March 2024, each of which comprised 5 individual Affiliates.

	31 March 2024 Number	31 March 2023 Number
Fellow	67	66
Fellow VIE	3	5
Associate	19	20
Associate VIE	4	5
Full Members	<u>93</u>	96
Affiliate	273	298
Affiliate VIE	76	69
Retired (non-practising), including run-off Professional Indemnity Insurance	3	3
Retired (non practising), no Professional Indemnity Insurance	1	-
Corporate Affiliate Membership	<u>25</u>	-
	<u>471</u>	<u>466</u>

Key

VIE A Voluntary Independent Examiner, who undertakes IEs either on a voluntary basis (ie without charging any fees or expenses) or has no more than £500 income per year from IE work.

Of the Subscribing Members who reported their current activities, 30% work for charities, suggesting that ACIE is reaching the charity sectors. London and the South-East of England continue to be from where the majority of Subscribing Members are drawn, with the next largest cluster in South Scotland. It remains of concern that ACIE has no Full Members in Northern Ireland.

We congratulate those Affiliate Members whose applications to become Full Members have been successful. Success is dependent on Affiliate Members being able to demonstrate that they have the requisite ability and practical experience in examining and/or preparing charities' financial statements, and results in their being able to use the designated letters of FCIE (ACIE Fellow) or ACIE (ACIE Associate) to evidence their level of expertise in the field of IE.

We welcome new Affiliate Members who joined during 2023/2024. Unfortunately, ACIE said goodbye to some Subscribing Members, including those who have decided to retire from performing IEs, and we wish them all the best for the future.

The slow decline in the number of Full Members (via retirement) considers to be a matter for concern. Training is being overhauled, and the Full Member application process rethought.

Financial review

ACIE's total income receivable for 2023/2024 was £62,129 (2022/2023: £53,648). Total expenditure in the year was £67,973 (2022/2023: £78,806), which resulted in a net decrease in funds of £5,844 (2022/2023: a net decrease of £25,158). Much of the decrease in total expenditure was the result of completing the project to re-design and re-develop ACIE's website, logo and artwork in 2022/2023, which cost a total of £19,344.

**Association of Charity Independent Examiners
(A Charitable Incorporated Organisation)**

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

ACIE's primary source of income is membership subscriptions, which showed a small increase (£33,678 compared to £32,144 in 2022/2023). The fees receivable from members for professional indemnity insurance went up from £7,784 (2022/2023) to £8,671 (2023/2024).

ACIE's total funds at 31 March 2024 amounted to £43,520 (2023: £49,364), comprising unrestricted funds of £43,404 (2023: £49,277) and the Bursary Fund restricted fund of £116 (2023: 87). The Bursary Fund restricted fund is funded by donations kindly made by members, and subsidises VIE Subscribing Members and pay their membership subscriptions at a lower level than other Subscribing Members. Donations to the Bursary Fund totalling £1,185 were utilised during 2023/2024 (2022/2023: £927).

Reserves policy

The Trustees' reserves policy is to maintain a minimum of six months' day-to-day running costs - currently about £31,000 (2023: £27,000) - to ensure sufficient working capital is available to meet expected expenditure and liabilities in the event of a fall in income. At 31 March 2024, the balance on the General Fund (after transferring £15,000 to the Designated Development Fund in September 2023) was £23,922 (2023: £44,651) (all held in liquid funds), which means that there was a deficit on free reserves at that date of £7,078 (2023: excess free reserves of £17,651). The Trustees are confident that it will not be necessary to utilise any part of the balance on the Designated Development Fund to pay for day-to-day running costs in 2024/2025.

Challenges for 2024/2025

What we do well:

- being mindful of changes affecting the third sector and how to continue providing Subscribing Members with the information, support and advice they need, including low-cost professional indemnity insurance;
- striving to proactively promote the importance of IE to charities' trustees and treasurers;
- responding to the training needs of Subscribing Members and others involved or interested in IE;
- working in partnership with other organisations to promote best practice in IE; and
- engaging Trustees to be committed and active members of ACIE's Board.

Areas for improvement:

- increasing the numbers of people becoming, and remaining as, Subscribing Members - in particular, under-represented demographics;
- adding value to Subscribing Membership packages and raising awareness of the various benefits on offer;
- providing Subscribing Members with access to training and tools to help with their examinations in all parts of the UK;
- encouraging more Affiliate Members to apply for Full Membership, ensuring that the system is transparent and effective, and applications are processed efficiently;
- reflecting on ACIE's needs and the roles and responsibilities of ACIE Trustees and the ACIE staff and others who provide office and administrative support;
- continuing to encourage Full Members to maintain their CPD and to complete their CPD declarations; and
- expanding regional engagement.

Risk management

The Trustees continued to assess and address the risks faced by ACIE. The major challenges are:

- having only one part-time employee and one part-time, self-employed finance administrator;
- how to maintain and grow the numbers of Full Members; and
- how to ensure that Full Members adopt and maintain high standards of practice.

Accounting and reporting responsibilities

The Trustees are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and regulations.

**Association of Charity Independent Examiners
(A Charitable Incorporated Organisation)**

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

Charity law requires the Trustees to prepare financial statements for each financial year. Under charity law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of ACIE's state of affairs 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 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland' (FRS 102) ("the Charities SORP");
- make judgements 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; and
- prepare the financial statements on the going concern basis, unless it is inappropriate to presume that ACIE will continue in business.

The Trustees are responsible for:

- keeping adequate accounting records which:
 - are sufficient to show and explain ACIE's transactions and disclose with reasonable accuracy at any time the financial position of ACIE; and
 - enable them (the Trustees) to ensure that the financial statements comply with the Charities (Accounts and Reports) Regulations 2008 and The Charities Accounts (Scotland) Regulations 2006; and
- safeguarding ACIE's assets and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approval

This report was approved by the Trustees on 21 November 2024 and signed on their behalf by:



Mark Robert Heaton
Trustee

**Association of Charity Independent Examiners
(A Charitable Incorporated Organisation)**

Independent Examiner's report for the year ended 31 March 2024

Independent Examiner's report to the Trustees of Association of Charity Independent Examiners

I report to the Trustees on my examination of the financial statements of Association of Charity Independent Examiners ('the Charity') for the year ended 31 March 2024, which are set out on pages 10 to 20.

This report is made solely to the Charity's Trustees, as a body, in accordance with Section 145 of the Charities Act 2011 ('the 2011 Act'). My examination has been undertaken so that I might state to the Charity'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 Charity and the Charity's Trustees as a body, for my examination, for this report, or for the opinions I have formed.

Responsibilities and basis of report

As the Trustees of the Charity, you are responsible for the preparation of the financial statements in accordance with the requirements of the 2011 Act, the Charities and Trustee Investment (Scotland) Act 2005 ('the 2005 Act') and the Charities Accounts (Scotland) Regulations 2006 (as amended) ('the 2006 Accounts Regulations').

I report in respect of my examination of the Charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed the requirements of Regulation 11 of the Charities Accounts (Scotland) Regulations 2006 (as amended) and all the applicable 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 that in any material respect:

1. accounting records were not kept in respect of the Charity as required by section 130 of the 2011 Act and Regulation 4 of the 2006 Accounts Regulations; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the accounting requirements of the Charities (Accounts and Reports) Regulations 2008 or Regulation 8 of the Accounts Regulations 2006 other than any requirement that the financial statements give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the financial statements have not been prepared in accordance with the methods and principles of 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 financial statements to be reached.



Signed:

Dated: 25/11/2024

Anita C Mason BA(Hons) BFP FCA
Mitchell Charlesworth
Suite 5.1, 12 Tithebarn Street,
Liverpool, L2 2DT

Association of Charity Independent Examiners
(A Charitable Incorporated Organisation)

Statement of financial activities for the year ended 31 March 2024

	Note	Unrestricted Funds 2024	Restricted funds 2024	Total funds 2024	Total funds 2023
		£	£	£	£
Income from:					
Donations and legacies	4	-	1,214	1,214	897
Charitable activities	5	59,353	-	59,353	52,153
Bank and other interest		1,562	-	1,562	598
Total income		60,915	1,214	62,129	53,648
Expenditure on charitable activities:					
Direct costs	6	26,179	-	26,179	25,771
Support costs	7	41,794	-	41,794	53,035
Total expenditure		67,973	-	67,973	78,806
Net (expenditure)/income		(7,058)	1,214	(5,844)	(25,158)
Transfers between funds	15	1,185	(1,185)	-	-
Net movement in funds		(5,873)	29	(5,844)	(25,158)
Reconciliation of funds:					
Total funds brought forward	15	49,277	87	49,364	74,522
Total funds carried forward	15	43,404	116	43,520	49,364

All income and expenditure derive from continuing activities.

Comparative figures for the previous year by fund type are shown in Note 17.

The notes on pages 12 to 20 form an integral part of these financial statements.

**Association of Charity Independent Examiners
(A Charitable Incorporated Organisation)**

Balance sheet as 31 March 2024

	Note	Total funds 2024 £	Total funds 2023 £
Current assets:			
Debtors	11	1,337	1,683
Cash at bank and in hand		<u>54,455</u>	<u>58,900</u>
		55,792	60,583
Creditors: Amounts falling due within one year	12	(12,272)	(11,219)
Total net assets	14	<u>43,520</u>	<u>49,364</u>
The funds of the charity:			
Restricted fund - Bursary Fund	15	<u>116</u>	<u>87</u>
Unrestricted funds:			
Designated Fund - Development Fund	15	19,482	4,626
General Fund	15	<u>23,922</u>	<u>44,651</u>
Total unrestricted funds		<u>43,404</u>	<u>49,277</u>
Total funds		<u><u>43,520</u></u>	<u><u>49,364</u></u>

The notes on pages 12 to 20 form an integral part of these financial statements.

These financial statements were approved by the Trustees on 21 November 2024 and signed on their behalf by:



Mark Robert Heaton
Trustee

**Association of Charity Independent Examiners
(A Charitable Incorporated Organisation)**

Notes to the financial statements for the year ended 31 March 2024

1 General information

Between 6 December 2010 (the date of incorporation) and 14 June 2024, Association of Charity Independent Examiners ("ACIE") was a charitable company (registered in England and Wales, company number: 07461134), governed by its Articles of Association, dated 6 December 2010.

On 14 June 2024, the Charity Commission for England and Wales advised that ACIE's application to convert from a charitable company to a Charitable Incorporated Organisation (CIO) had been successful, and that the governing document submitted with ACIE's application for the CIO conversion (namely, its Foundation CIO Constitution, dated 15 September 2023) was now its governing document.

ACIE is registered as a charity in England and Wales (registered number: 1139609) and Scotland (registered number: 07461134). ACIE is a public benefit entity.

ACIE's registered address is 1st Floor, Block C, The Wharf, Manchester Road, Burnley BB11 1JG.

2 Accounting policies

2.1 Basis of preparation of financial statements

The process of converting ACIE from a charitable company to a CIO is such that ACIE (as a legal person) has a continuous existence. Accordingly, it has not affected how these financial statements should be prepared, except that the requirements of the Companies Act 2006 no longer apply.

The financial statements are prepared on an accruals basis, and on a going concern basis (Note 2.2), in accordance with:

- '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)', published in October 2019 ("the Charities SORP");
- The Financial Reporting Standard applicable in the UK and Republic of Ireland, published in January 2022 ("FRS 102"), to the extent that it applies to small entities and public benefit entities;
- Regulation 8 (Statement of account - Fully accrued accounts) of The Charities Accounts (Scotland) Regulations 2006 [which applies to charities registered in Scotland];
- UK Generally Accepted Accounting Practice; and
- the historical cost convention.

The financial statements are presented in UK sterling, which is ACIE's functional currency, and rounded to the nearest pound.

ACIE does not constitute a "larger charity" for the purposes of the Charities SORP, and has opted not to include a statement of cash flows in these financial statements.

2.2 Going concern

The Trustees assess whether the use of going concern is appropriate - ie whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of ACIE to continue as a going concern.

The Trustees make this assessment in respect of at least one year from the date they approve the financial statements, and have concluded that ACIE has adequate resources and reserves to enable it to continue in operational existence for the foreseeable future; there are no material uncertainties about ACIE's ability to continue as a going concern; and it remains appropriate to adopt the going concern basis of accounting in preparing these financial statements.

Notes to the financial statements for the year ended 31 March 2024 (continued)

2 Accounting policies (continued)

2.3 Fund accounting

Any donation or grant received by ACIE that the donor requires to be used for a specified purpose is treated as 'restricted' income and credited to the appropriate 'restricted fund'. Any costs incurred in raising or administering such funds are charged against the relevant restricted fund.

All other donations and grants received by ACIE are treated as 'unrestricted' income and credited to the General Fund, which is an 'unrestricted fund'.

Designated funds are unrestricted funds that the Trustees have set aside for particular purposes.

2.4 Income

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

Membership subscriptions and professional indemnity insurance fees received are accounted for as income in the financial year to which they relate. Any membership subscriptions or professional indemnity insurance fees received in one financial year that relate to a subsequent financial year are accounted for in the balance sheet as deferred income.

Fees received for conferences, training courses and webinars are accounted for as income in the financial year in which the relevant event takes place. Any fees received in one financial year for an event in a subsequent financial year are accounted for in the balance sheet as deferred income.

2.5 Interest receivable

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

2.6 Expenditure

Expenditure is recognised on an accruals basis; as soon as a legal or constructive obligation has arisen that commits ACIE to transfer economic benefit (usually in the form of money) to a third party in settlement, and the amount of the obligation can be measured or estimated reliably.

A legal obligation arises when ACIE enters into a binding contract or there is a statutory requirement for ACIE to make a payment. When ACIE enters into a contract for the supply of goods or services, expenditure is recognised once the supplier of the goods or services has performed its part of the contract.

A constructive obligation arises when ACIE indicates to other parties that it accepts particular responsibilities and thereby creates a valid expectation on their part that ACIE will meet them.

Expenditure on charitable activities comprises expenditure that is incurred when undertaking the activities which further ACIE's objectives, as well as any associated support costs.

Governance costs comprise all costs involving the public accountability of ACIE and its compliance with regulation and good practice, including the costs of preparing and examining the financial statements, the cost of trustee meetings and the cost of any legal advice to trustees on governance or constitutional matters.

Notes to the financial statements for the year ended 31 March 2024 (continued)

2 Accounting policies (continued)

2.7 Taxation

ACIE is not liable to corporation tax, capital gains tax or income tax on its charitable activities. Irrecoverable VAT is included in the asset cost or the expense to which it relates.

2.8 Tangible assets

Tangible assets are capitalised if they can be used for more than one year and cost at least £1,000. They are valued at cost or, if gifted, at their value on receipt.

ACIE does not currently have any capitalised tangible assets.

2.9 Cash at bank and in hand

Cash at bank and in hand comprises 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.

2.10 Financial instruments

ACIE has elected to apply the provisions of Section 11 (Basic Financial Instruments) and Section 12 (Other Financial Instruments Issues) of FRS 102 to all of its financial instruments.

Financial instruments are recognised in ACIE's balance sheet when ACIE becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans, are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when ACIE's contractual obligations expire or are discharged or cancelled.

Notes to the financial statements for the year ended 31 March 2024 (continued)

3 Critical accounting estimates and areas of judgement

In the application of ACIE's accounting policies, the Trustees are required to make judgments, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of revision and future periods where the revision affects both current and future periods.

There were no critical accounting estimates made in either year.

4 Income from donations and legacies

	Unrestricted fund - General Fund 2024 £	Unrestricted fund - General Fund 2023 £
Donations to General Fund	-	135
	<hr/>	<hr/>
	Restricted fund - Bursary Fund 2024 £	Restricted fund - Bursary Fund 2023 £
Donations to Bursary Fund	1,026	675
Gift Aid tax claimed on donations to Bursary Fund	188	87
	<hr/>	<hr/>
	1,214	762
	<hr/>	<hr/>
Total income from donations and legacies	1,214	897

5 Income from charitable activities

	Unrestricted fund - General Fund 2024 £	Unrestricted fund - General Fund 2023 £
Membership subscriptions	33,678	32,144
Professional indemnity insurance fees from members	8,671	7,784
Fees - Training courses and webinars	8,855	7,045
Fees - Conferences	6,205	3,310
Sales of 'Independent Examiner Workbook for Members'	1,794	1,620
Fees - Applications for Full Membership	150	250
	<hr/>	<hr/>
	59,353	52,153
	<hr/>	<hr/>

**Association of Charity Independent Examiners
(A Charitable Incorporated Organisation)**

Notes to the financial statements for the year ended 31 March 2024 (continued)

6 Expenditure on charitable activities - Direct costs

	Unrestricted fund - General Fund 2024 £	Unrestricted fund - General Fund 2023 £
Training courses and webinars - Presenters, facilitators and venues	9,523	11,022
Conferences - Presenters, facilitators and venues	6,692	4,285
Conferences - Trustees' expenses - Travel and subsistence (Note 10)	641	-
Professional indemnity insurance for members	8,106	8,738
Bank processing charges	747	658
Newsletter design and production	470	1,068
	26,179	25,771

7 Expenditure on charitable activities - Support costs

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Staff costs (Note 8)	15,493	16,106
Office and administrative support	7,920	6,615
Governance costs (Note 9)	7,034	3,958
Advertising, marketing and sponsorship by ACIE	3,448	-
Website, software and email	2,965	2,222
Employee - Travel and subsistence	2,024	1,259
Subscriptions	1,307	950
Insurance	751	681
Payroll service (Note 16)	330	300
Employee - Training and development	-	581
Telephone	(2)	418
Design and development of revised website, logo and artwork	-	19,344
Other	524	601
	41,794	53,035

The expenditure on 'Support costs - Website, software and email' includes £144 (2023: £144) attributable to the Designated Development Fund. All other expenditure on support costs was attributable to the General Fund in both years.

8 Expenditure on charitable activities - Support costs - Staff costs

For both years, the amount shown for expenditure on staff costs in Note 7 constitutes the gross salary of ACIE's one part-time employee, who is primarily involved in managing development. In accordance with HMRC's rules that apply to eligible employers, ACIE (as a charity) claimed Employment Allowance, which reduced the amount payable for Class 1 Employer's National Insurance contributions to £nil for both years.

No pension contributions were payable for either year.

**Association of Charity Independent Examiners
(A Charitable Incorporated Organisation)**

Notes to the financial statements for the year ended 31 March 2024 (continued)

9 Expenditure on charitable activities - Support costs - Governance costs

	Unrestricted fund - General Fund 2024 £	Unrestricted fund - General Fund 2023 £
Travel and subsistence - Trustees (Note 10)	1,917	953
Travel and subsistence - Others	1,266	-
Independent Examiner's fee	1,890	1,800
Trustee meetings - Room hire	1,035	390
Legal advice	615	698
Training and development - Trustees	191	-
Compliance charges (Note 16)	120	117
	7,034	3,958

10 Trustees' remuneration and expenses

The Trustees are ACIE'S key management. Neither Trustees nor any persons connected with them received any remuneration or other benefits for either year.

For the year ended 31 March 2024, a total of £641 was reimbursed to, or paid on behalf of, two Trustees for travel and subsistence expenses incurred in fulfilling their Trustee duties at an ACIE conference (direct costs); and total of £1,917 was reimbursed to, or paid on behalf of, six Trustees for travel and subsistence expenses incurred in fulfilling their Trustee duties at Trustee and other meetings (support costs).

For the year ended 31 March 2023, a total of £953 was reimbursed to, or paid on behalf of, six Trustees for travel and subsistence expenses incurred in fulfilling their Trustee duties at Trustee and other meetings (support costs). No in-person conferences were held in the year ended 31 March 2023.

11 Debtors

	2024 £	2023 £
Prepayments	1,201	838
Gift aid recoverable	116	87
Other debtors	20	758
	1,337	1,683

12 Creditors: Amounts falling due within one year

	2024 £	2023 £
Deferred income	8,887	6,361
Accruals - Independent Examiner's fee	1,890	1,800
Provisions for refunds payable on training courses, webinars and conferences	455	995
Taxation and social security - PAYE & NI contributions	-	90
Other creditors	1,040	1,973
	12,272	11,219
	£	£
Deferred income at beginning of year	6,361	7,900
Resources deferred during year	8,887	6,361
Amounts released from previous year	(6,361)	(7,900)
Deferred income at end of year	8,887	6,361

**Association of Charity Independent Examiners
(A Charitable Incorporated Organisation)**

Notes to the financial statements for the year ended 31 March 2024 (continued)

13 Financial instruments

	2024	2023
	£	£
Financial assets		
Financial assets measured at fair value through income and expenditure:		
Cash at bank and in hand	54,456	58,900
Gift aid recoverable	116	87
Other debtors	20	758
	54,592	59,745
	2024	2023
	£	£
Financial liabilities		
Financial liabilities measured at fair value through income and expenditure:		
Accruals	(1,890)	(1,800)
Provisions for refunds payable on training courses, webinars and conferences	(455)	(995)
Other creditors	(1,040)	(1,973)
	(3,385)	(4,768)

Other financial liabilities measured at fair value through income and expenditure comprise creditors.

14 Analysis of net assets between funds

31 March 2024

	Unrestricted funds	Restricted funds	Total funds
	£	£	£
Current assets	55,676	116	55,792
Creditors: Amounts falling due within one year	(12,272)	-	(12,272)
Total	43,404	116	43,520

31 March 2023

	Unrestricted funds	Restricted funds	Total funds
	£	£	£
Current assets	60,496	87	60,583
Creditors: Amounts falling due within one year	(11,219)	-	(11,219)
Total	49,277	87	49,364

Association of Charity Independent Examiners
(A Charitable Incorporated Organisation)

Notes to the financial statements for the year ended 31 March 2024 (continued)

15 Statement of funds

Year ended 31 March 2024

	Balance at beginning of year £	Income £	Expenditure £	Transfers in/out £	Balance at end of year £
Unrestricted funds					
Designated fund - Development Fund	4,626	-	(144)	15,000	19,482
General Fund	44,651	60,915	(67,829)	(13,815)	23,922
Total unrestricted funds	49,277	60,915	(67,973)	1,185	43,404
Restricted fund					
Bursary Fund	87	1,214	-	(1,185)	116
Total funds	49,364	62,129	(67,973)	-	43,520

Year ended 31 March 2023

	Balance at beginning of year £	Income £	Expenditure £	Transfers in/out £	Balance at end of year £
Unrestricted funds					
Designated fund - Development Fund	4,770	-	(144)	-	4,626
General Fund	69,500	52,886	(78,662)	927	44,651
Total unrestricted funds	74,270	52,886	(78,806)	927	49,277
Restricted funds					
Bursary Fund	252	762	-	(927)	87
Total funds	74,522	53,648	(78,806)	-	49,364

Designated fund - Development Fund

The Development Fund is designated to be used to pay for the development and training of Subscribing Members. On 15 September 2023, the Trustees resolved to transfer an additional £15,000 from the General Fund to the Development Fund.

Restricted fund - Bursary Fund

The Bursary Fund restricted fund is funded by donations from members, and used to subsidise those members who are Voluntary Independent Examiners ("VIEs") and pay their membership subscriptions at a lower level than other members.

During the year, donations totalling £1,214 (2023: £762) were received for the Bursary Fund, and £1,185 (2023: £927) was transferred from the Bursary Fund to the General Fund. The balance on the Bursary Fund at the year-end is represented by the amount of Gift Aid recoverable at that date on the donations received for the Bursary Fund.

**Association of Charity Independent Examiners
(A Charitable Incorporated Organisation)**

Notes to the financial statements for the year ended 31 March 2024 (continued)

16 Related party transactions

Mark Robert Heaton (ACIE Trustee from 22 October 2019) is a director of the accountancy practice, KM Business Solutions Limited.

For the year ended 31 March 2024, fees totalling £450 were payable by ACIE to KM Business Solutions Limited, for payroll service (£330) and compliance charges (£120).

For the year ended 31 March 2023, fees totalling £417 were payable by ACIE to KM Business Solutions Limited, for payroll service (£300) and compliance charges (£117).

All individuals who were Trustees for all or part of the two years paid the same amounts as other members for their membership subscriptions, professional indemnity insurance, conference fees, course and webinar fees, and the Independent Examiner Workbook for Members.

Other than those reported in Note 10 and in this Note, there were no related party transactions in either year that require disclosure.

17 Statement of financial activities for the year ended 31 March 2023

		Unrestricted Funds 2023	Restricted funds 2023	Total funds 2023	Total funds 2022
	Note	£	£	£	£
Income from:					
Donations and legacies	4	135	762	897	911
Charitable activities	5	52,153	-	52,153	54,050
Bank and other interest		598	-	598	38
Total income		52,886	762	53,648	54,999
Expenditure on charitable activities:					
Direct costs	6	25,771	-	25,771	22,627
Support costs	7	53,035	-	53,035	28,721
Total expenditure		78,806	-	78,806	51,348
Net income		(25,920)	762	(25,158)	3,651
Transfers between funds	15	927	(927)	-	-
Net movement in funds		(24,993)	(165)	(25,158)	3,651
Reconciliation of funds:					
Total funds brought forward	15	74,270	252	74,522	70,871
Total funds carried forward	15	49,277	87	49,364	74,522

ASSOCIATION OF CHARITY INDEPENDENT EXAMINERS

England & Wales - Charity number 1139609

Accounts

Registered company number: 07461134

Charity registered numbers: 1139609 (England and Wales) and SC039066 (Scotland)

Association of Charity Independent Examiners

(A company limited by guarantee)

Unaudited

Trustees' report and financial statements

For the year ended 31 March 2023

**Association of Charity Independent Examiners
(A company limited by guarantee)**

**Trustees' report and financial statements
For the year ended 31 March 2023**

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Association of Charity Independent Examiners
(A company limited by guarantee)

Reference and administrative details of the Charity, its Trustees and advisers
For the year ended 31 March 2023

Name	Association of Charity Independent Examiners ("ACIE")
Company registered number	07461134
Charity registered numbers	1139609 (England and Wales) and SC039066 (Scotland)
Registered office	1st Floor, Block C The Wharf Manchester Road Burnley BB11 1JG
Trustees	Tony Clarke Kerry Clayton Mark Heaton* Susan Robinson* Frances Taylor* Anthony Vincent* Alison Cook (to 7 November 2022) *Denotes ACIE Full Member
Bankers	Unity Trust Bank PLC 9 Brindleyplace Birmingham B1 2HB
Independent Examiner	Anita C Mason BA(Hons) BFP FCA BWM Chartered Accountants Suite 5.1 12 Tithebarn Street Liverpool L2 2DT

**Association of Charity Independent Examiners
(A company limited by guarantee)**

**Trustees' report
For the year ended 31 March 2023**

The Trustees, who are the directors of Association of Charity Independent Examiners ("ACIE") for the purposes of company law, are pleased to present their report and the financial statements (together with the Independent Examiner's report thereon) of ACIE for the year ended 31 March 2023.

Structure, Governance and Management

ACIE is a charitable company limited by guarantee which was incorporated on (and governed by its Articles of Association dated) 6 December 2010. Each member of the company is required to contribute an amount not exceeding £1, should the company be wound up while he/she is a member, or within one year after he/she ceases to be a member. The Directors are the members of the company.

The Articles are supported by Regulations for Subscribing Members, which were last updated in February 2012.

ACIE is registered with the Charity Commission for England and Wales and the Office of the Scottish Charity Regulator.

Purpose

ACIE is an association of people who carry out Independent Examinations ("IEs") of charities' financial statements, providing support and information to its members, charities and other interested parties. The purpose of ACIE is to promote best practice in IE.

Objectives

The objects of ACIE are to promote greater effectiveness of charities in the United Kingdom in the achievement of their charitable objects by:

- providing advice, support, and training to any person acting or wishing to act as an Independent Examiner of charity accounts;
- promoting and maintaining high standards of practice and professional conduct by its members; and
- providing charity trustees with information in connection with the selection and appointment of Independent Examiners.

Activities

Activities during the year included:

- an enquiry service for members, non-members and charities seeking an Independent Examiner;
- training courses and conferences;
- publishing newsletters for members and providing topical communications by email;
- awarding the professional qualification of Full Membership, designated by ACIE (ACIE Associate) or FCIE (ACIE Fellow); and
- collaboration with other bodies where this furthers ACIE's objects.

Public Benefit

The Trustees have considered ACIE's activities and achievements for 2022/2023 and its plans for 2023/2024, against the Public Benefit Guidance issued by the Charity Commission. They agreed that the public who benefit from ACIE's work are those who are beneficiaries of the numerous small charities that are helped either directly by ACIE's information service or where ACIE members act as Independent Examiners.

The Trustees are satisfied that this report on ACIE's activities in 2022/2023 and its plans for the future, demonstrate that, in fulfilling its objects, the charities which ACIE assists should experience on-going or improved efficiency and confidence in their financial management allowing them to spend more time, money and energy on their own beneficiaries.

**Association of Charity Independent Examiners
(A company limited by guarantee)**

**Trustees' report (continued)
For the year ended 31 March 2023**

ACIE is committed to those who carry out IE as volunteers (VIEs). ACIE is grateful to the members who make donations to the Bursary Fund restricted fund, which enables it to offer subsidised membership subscriptions to VIE members.

Achievements and Performance 2022/2023

During 2022/2023, we endeavoured to deliver more of our training events on a face-to-face basis compared to the previous year. We planned face-to-face conferences for England and Wales (in Manchester) in June 2022 and Scotland and Northern Ireland (in Stirling) in September 2022, but we unfortunately we had to cancel both of them. The UK Wide online conference in September 2022 attracted a disappointing number of members. The online webinars were largely a success, attracting good numbers of members and non-members. In 2023/2024 to date, we have held both face to face and online conferences.

Most attendees for training events were based in London and the South-East of England, while Scotland accounted for around one-fifth of attendees, which correlates with the proportion of members in Scotland. It remains a concern that our training events attracted only very small numbers from Wales and Northern Ireland.

Keeping members up to date: We published a number of newsletters and bulletins to members, addressing key changes in charity finance regulation and other matters of interest to Independent Examiners and preparers of charity financial statements.

We continued to respond to members' queries, and to enquiries from charities requiring IEs and IE advice.

Outreach work developed well in the year. We were able to offer training packages to a number of firms, and specialised offerings to the MSc Charity Accounting and Management students at the Bayes Business School, Voluntary Action South Ayrshire (VASA), the National Federation of Women's Institutes (NFWI) and St Mary's University, Twickenham. We continued to work with our partner organisations, Association of Church Accountants and Treasurers (ACAT), Scottish Council for Voluntary Organisations (SCVO) and The Honorary Treasurers Forum (Honorary Treasurers), and on a training project for undergraduates at Liverpool John Moores University.

We worked with The National Council for Voluntary Organisation (NCVO) and Wales Council for Voluntary Action (WCVA) to develop new links.

We completed the project to re-design and re-develop ACIE's website, logo and artwork.

Members

At the end of March 2023, we had 467 Subscribing Members, which was 10 fewer than the previous year, due primarily to retirements in the year. Of those members who reported their current activities, 30% work for charities, suggesting that we are reaching the charity sectors. London and the South-East of England continue to be from where the majority of our subscribing members are drawn, with the next largest cluster in South Scotland. It remains of concern that we have no Full Members in Northern Ireland.

Around 20% of the membership are Voluntary Independent Examiners (VIEs), who undertake independent examinations either on a voluntary basis (ie without charging any fees or expenses) or have no more than £500 income per year from IE work.

We congratulate those Affiliate Members whose applications to become Full Members have been successful. Success is dependent on Affiliate Members being able to demonstrate that they have the requisite ability and practical experience in examining and/or preparing charities' financial statements, and results in their being able to use the designated letters of ACIE or FCIE to evidence their level of expertise in the field of IE.

We welcome our new Affiliate Members who joined during 2022/2023. Unfortunately, we said goodbye to some members, including those who have decided to retire from performing IEs, and we wish them all the best for the future.

**Association of Charity Independent Examiners
(A company limited by guarantee)**

**Trustees' report (continued)
For the year ended 31 March 2023**

Improving the standard of Independent Examination

ACIE promotes and maintains high standards of practice, in part through progression to Full Membership. In 2022/2023, ACIE ran a number of courses to support Affiliate Members applying for Full Membership. During 2022/2023, 15 Affiliate Members attended an 'Applying for Full Membership' workshop, and 22 people (19 members and three non-members) attended a 'Building Your Independent Examiner skills' course.

Continuing Professional Development

Our best practice training is designed to give Independent Examiners, whatever their experience, confidence in their abilities and takes attendees through the IE regime, considerations when taking on new clients, planning examination work, carrying out fieldwork, and making statutory and discretionary reports to the appropriate regulator(s).

Member Networking

We ran successful member networking events as part of the Annual Conference. We continued to emphasise member networking in Wales and in Northern Ireland.

Independent Examiner Workbook

The Independent Examiner Workbook continued to make sales and has become a valuable tool for many Independent Examiners.

Conversion of ACIE to a CIO

A major part of the business of 2022/2023 was addressing the conversion of ACIE from a company limited by guarantee to a Charitable Incorporated Organisation (CIO). At the end of 2022/2023, a proposal was put to the Subscribing Members, and this was passed in early 2023/2024. The formal conversion will take place when the Charity Commission for England and Wales advises ACIE that it has approved the conversion documentation (including ACIE's proposed Foundation CIO Constitution) that ACIE submitted in August and September 2023.

Governance and Internal Policies and Procedures

ACIE continued to review its policies and procedures, the latest versions of which are available to members on our website.

Challenges 2022/2023

The main challenge for 2022/2023 was how to ensure that, with a reduced number of Trustees (and reduced time availability generally), we continued to do well the things that we believe that we have done well in recent years (see below) and, at the same time, making progress with the areas for improvement (see below).

What we do well:

- being mindful of changes affecting the third sector and how to continue providing our members with the information, support and advice they need, including low-cost professional indemnity insurance;
- striving to proactively promote the importance of IE to charity trustees and treasurers;
- responding to training needs of members and non-members, including methods of provision;
- working in partnership with other organisations to promote best practice in IE; and
- engaging ACIE Trustees to be committed and active members of ACIE's Board.

Areas for improvement:

- increasing the numbers of people joining ACIE - in particular, under-represented demographics;
- adding value to our membership packages and raising awareness of the various benefits on offer;
- providing members with access to training and tools to help with their examinations in all parts of the UK;

**Association of Charity Independent Examiners
(A company limited by guarantee)**

**Trustees' report (continued)
For the year ended 31 March 2023**

- encouraging more Affiliate Members to apply for Full Membership, ensuring that the system is transparent and effective, and applications are processed efficiently;
- reflecting on the needs of the organisation and the roles and responsibilities of ACIE Trustees, ACIE staff and the individuals who provide office and administrative support;
- continuing to encourage Full Members to maintain their CPD and to complete their CPD declarations; and
- expanding regional engagement; and
- increasing the number of ACIE Trustees.

Trustees

The Board consists of up to nine Trustees, elected by ACIE's Subscribing Members, to serve for a period not exceeding three years, and up to three Trustees co-opted by the elected Trustees to serve until the following 30 June.

Eligibility:

- Elected Trustees must be Subscribing Members of ACIE. Co-opted Trustees may, but are not required to, be Subscribing Members of ACIE.
- The majority of the Trustees must be ACIE Full Members.
- Retiring Trustees are eligible for re-election or may be co-opted again, provided that no Trustee may serve for more than nine consecutive years.

The names of the Trustees who have served since 1 April 2022 are shown on page 1 above.

Organisational structure

The Trustees normally meet at least four times a year to consider the business of ACIE. In 2022/2023, one of the meetings was held in Manchester, and the others were held virtually via Zoom.

Trustees also participated in the following committees that met regularly as required:

- Governance and Finance Committee
- Membership Committee
- Training Committee
- Advisory Committees for Scotland and Northern Ireland

Financial Review

ACIE's total income receivable for 2022/2023 was £53,648 (2021/2022: £54,999). Total expenditure in the year was £78,806 (2021/2022: £51,348), which resulted in a net decrease in funds of £25,158 (2021/2022: an increase of £3,651). Much of the net decrease was the result of completing the project to re-design and re-develop ACIE's website, logo and artwork, which cost a total of £19,344.

ACIE's primary source of income is membership subscriptions, which showed a small decrease (£32,144 compared to £33,304 in 2021/2022). The amounts received from members for professional indemnity insurance went up from £6,860 (2021/2022) to £7,784 (2022/2023).

ACIE's total funds at 31 March 2023 amounted to £49,364 (2022: £74,522), comprising unrestricted funds of £49,277 (2022: £74,270) and the Bursary Fund restricted fund of £87 (2022: 252). The Bursary Fund restricted fund is funded by donations kindly made by members, and subsidises those members who are Voluntary Independent Examiners ("VIEs") and pay their membership subscriptions at a lower level than other members. Donations to the Bursary Fund totalling £927 were utilised during 2022/2023 (2021/2022: £685).

Reserves Policy

The Trustees' reserves policy is to maintain a minimum of six months' day-to-day running costs - currently about £27,000 (2022: £22,000) - to ensure sufficient working capital is available to meet expected expenditure and liabilities in the

**Association of Charity Independent Examiners
(A company limited by guarantee)**

**Trustees' report (continued)
For the year ended 31 March 2023**

event of a fall in income. At 31 March 2023, the balance on the General Fund was £44,651 (2022: 69,980) (all held in liquid funds), which means that there were excess free reserves at that date of £17,651 (2022: £47,980).

Risk Management

The Trustees continued to assess and address the risks faced by ACIE. The major challenges are:

- having only one part-time employee and one part-time, self-employed finance administrator;
- having a reduced number of Trustees, with some having reduced time availability for addressing and managing ACIE developments and issues;
- how to maintain and grow the numbers of Full Members; and
- how to ensure that Full Members adopt and maintain high standards of practice.

Accounting and Reporting Responsibilities

The Trustees 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 ACIE's state of affairs and of its income 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 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland' (FRS 102) ("the Charities SORP");
- make judgements 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; and
- prepare the financial statements on the going concern basis, unless it is inappropriate to presume that ACIE will continue in business.

The Trustees are responsible for:

- keeping adequate accounting records which:
 - are sufficient to show and explain ACIE's transactions and disclose with reasonable accuracy at any time the financial position of ACIE; and
 - enable them (the Trustees) to ensure that the financial statements comply with the Companies Act 2006; and
- safeguarding ACIE's assets and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approval

This report, which was prepared in accordance with the provisions within Part 15 of the Companies Act 2006 relating to small companies, was approved by the Trustees on 5 December 2023 and signed on their behalf by:



Mark Heaton
Trustee

**Association of Charity Independent Examiners
(A company limited by guarantee)**

**Independent Examiner's report
For the year ended 31 March 2023**

Independent Examiner's report to the Trustees of Association of Charity Independent Examiners

I report to the Trustees on my examination of the financial statements of Association of Charity Independent Examiners ('the Charity') for the year ended 31 March 2023, which are set out on pages 8 to 18.

This report is made solely to the Charity's Trustees, as a body, in accordance with Section 145 of the Charities Act 2011. My examination has been undertaken so that I might state to the Charity'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 Charity and the Charity's Trustees as a body, for my examination, for this report, or for the opinions I have formed.

Responsibilities and basis of report

As the Trustees of the Charity (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 Charities and Trustee Investment (Scotland) Act 2005 ('the 2005 Act'), the Charities Accounts (Scotland) Regulations 2006 (as amended), and the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the financial statements of the Charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the Charity's financial statements carried out under section 44(1)(c) of the 2005 Act and section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the requirements of Regulation 11 of the Charities Accounts (Scotland) Regulations 2006 (as amended) and all the applicable directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiner's statement

Since the Charity is required by company law to prepare its accounts on an accruals basis and is registered as a charity in Scotland your examiner must be a member of a body listed in Regulation 11(2) of the Charities Accounts (Scotland) Regulations 2006 (as amended). I can 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 that in any material respect:

1. accounting records were not kept in respect of the Charity as required by section 386 of the 2006 Act and Regulation 4 of the 2006 Accounts Regulations; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the accounting requirements of Regulation 8 of the Charities Accounts (Scotland) Regulations 2006 (as amended) and 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 financial statements 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 financial statements to be reached.



Dated: 12/12/2023

Anita C Mason BA(Hons) BFP FCA
BWM Chartered Accountants
Suite 5.1, 12 Tithebarn Street,
Liverpool, L2 2DT

Association of Charity Independent Examiners
(A company limited by guarantee)

Statement of financial activities (incorporating income and expenditure account)
For the year ended 31 March 2023

		Unrestricted Funds 2023	Restricted funds 2023	Total funds 2023	Total funds 2022
	Note	£	£	£	£
Income from:					
Donations and legacies	4	135	762	897	911
Charitable activities	5	52,153	-	52,153	54,050
Bank and other interest		598	-	598	38
Total income		52,886	762	53,648	54,999
Expenditure on charitable activities:					
Direct costs	6	25,771	-	25,771	22,627
Support costs	7	53,035	-	53,035	28,721
Total expenditure		78,806	-	78,806	51,348
Net (expenditure)/income		(25,920)	762	(25,158)	3,651
Transfers between funds	15	927	(927)	-	-
Net movement in funds		(24,993)	(165)	(25,158)	3,651
Reconciliation of funds:					
Total funds brought forward	15	74,270	252	74,522	70,871
Total funds carried forward	15	49,277	87	49,364	74,522

This statement of financial activities includes all gains and losses recognised in the year and complies with the requirements for the income and expenditure account under the Companies Act 2006.

All income and expenditure derive from continuing activities.

Comparative figures for the previous year by fund type are shown in Note 17.

The notes on pages 10 to 18 form an integral part of these financial statements.

**Association of Charity Independent Examiners
(A company limited by guarantee)**

**Balance sheet
As 31 March 2023**

	Note	Total funds 2023 £	Total funds 2022 £
Current assets:			
Debtors	11	1,683	1,509
Cash at bank and in hand		<u>58,900</u>	<u>84,960</u>
		60,583	86,469
Creditors: Amounts falling due within one year	12	<u>(11,219)</u>	<u>(11,947)</u>
Total net assets	14	<u>49,364</u>	<u>74,522</u>
The funds of the charity:			
Restricted fund - Bursary Fund	15	<u>87</u>	<u>252</u>
Unrestricted funds:			
Designated Fund - Development Fund	15	4,626	4,770
General Fund	15	<u>44,651</u>	<u>69,500</u>
Total unrestricted funds		<u>49,277</u>	<u>74,270</u>
Total funds		<u>49,364</u>	<u>74,522</u>

The Trustees (who are also the Directors of ACIE for the purposes of company law) confirm that, for the year ended 31 March 2023:

- ACIE was entitled to exemption from audit under section 477 of the Companies Act 2006 ("the Act"); and
- members have not required ACIE to obtain an audit of its financial statements in accordance with section 476 of the Act. However, in accordance with section 145 of the Charities Act 2011 and section 44 of the Charities and Trustee Investment (Scotland) Act 2005, the financial statements have been examined by an Independent Examiner, whose report appears on page 7.

The Trustees acknowledge their responsibilities for ensuring that ACIE keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of ACIE's state of affairs as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to ACIE.

The notes on pages 10 to 18 form an integral part of these financial statements.

These financial statements, which have been prepared in accordance with the provisions in the Act relating to small companies, were approved by the Trustees on 5 December 2023 and signed on their behalf by:



Mark Heaton
Trustee

**Association of Charity Independent Examiners
(A company limited by guarantee)**

**Notes to the financial statements
For the year ended 31 March 2023**

1 General information

Association of Charity Independent Examiners ("ACIE") is a charitable company governed by its Articles of Association, dated 6 December 2010, and registered in England and Wales. Its registered address is 1st Floor, Block C, The Wharf, Manchester Road, Burnley BB11 1JG.

ACIE is registered as a charity in England and Wales (registered number 1139609) and Scotland (registered number 07461134). ACIE is a public benefit entity.

2 Accounting policies

2.1 Basis of preparation of financial statements

The financial statements are prepared on an accruals basis, and on a going concern basis (Note 2.2), in accordance with:

- Part 15 (Accounts and reports) of the Companies Act 2006 [which applies to companies incorporated in the UK];
- Regulation 8 (Statement of account - Fully accrued accounts) of The Charities Accounts (Scotland) Regulations 2006 [which applies to charities registered in Scotland];
- '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)', published in October 2019 ("the Charities SORP");
- The Financial Reporting Standard applicable in the UK and Republic of Ireland, published in January 2022 ("FRS 102"), to the extent that it applies to small entities and public benefit entities;
- UK Generally Accepted Accounting Practice; and
- the historical cost convention.

The financial statements are presented in UK sterling, which is ACIE's functional currency, and rounded to the nearest pound.

There have been no changes to the basis of preparation this year or to the previous year's financial statements.

ACIE does not constitute a "larger charity" for the purposes of the Charities SORP, and has opted not to include a statement of cash flows in these financial statements.

2.2 Going concern

The Trustees assess whether the use of going concern is appropriate - ie whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of ACIE to continue as a going concern.

The Trustees make this assessment in respect of at least one year from the date they approve the financial statements, and have concluded that:

- ACIE has adequate resources and reserves to enable it to continue in operational existence for the foreseeable future;
- there are no material uncertainties about ACIE's ability to continue as a going concern; and
- it remains appropriate to adopt the going concern basis of accounting in preparing these financial statements.

**Association of Charity Independent Examiners
(A company limited by guarantee)**

**Notes to the financial statements
For the year ended 31 March 2023**

2 Accounting policies (continued)

2.3 Fund accounting

Any donation or grant received by ACIE that the donor requires to be used for a specified purpose is treated as 'restricted' income and credited to the appropriate 'restricted fund'. Any costs incurred in raising or administering such funds are charged against the relevant restricted fund.

All other donations and grants received by ACIE are treated as 'unrestricted' income and credited to the General Fund, which is an 'unrestricted fund'.

Designated funds are unrestricted funds that the Trustees have set aside for particular purposes.

2.4 Income

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

Membership subscriptions and professional indemnity insurance fees received are accounted for as income in the financial year to which they relate. Any membership subscriptions or professional indemnity insurance fees received in one financial year that relate to a subsequent financial year are accounted for in the balance sheet as deferred income.

Fees received for conferences, training courses and webinars are accounted for as income in the financial year in which the relevant event takes place. Any fees received in one financial year for an event in a subsequent financial year are accounted for in the balance sheet as deferred income.

2.5 Interest receivable

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

2.6 Expenditure

Expenditure is recognised on an accruals basis; as soon as a legal or constructive obligation has arisen that commits ACIE to transfer economic benefit (usually in the form of money) to a third party in settlement, and the amount of the obligation can be measured or estimated reliably.

A legal obligation arises when ACIE enters into a binding contract or there is a statutory requirement for ACIE to make a payment. When ACIE enters into a contract for the supply of goods or services, expenditure is recognised once the supplier of the goods or services has performed its part of the contract.

A constructive obligation arises when ACIE indicates to other parties that it accepts particular responsibilities and thereby creates a valid expectation on their part that ACIE will meet them.

Expenditure on charitable activities comprises expenditure that is incurred when undertaking the activities which further ACIE's objectives, as well as any associated support costs.

Governance costs comprise all costs involving the public accountability of ACIE and its compliance with regulation and good practice, including the costs of preparing and examining the financial statements, the cost of trustee meetings and the cost of any legal advice to trustees on governance or constitutional matters.

**Association of Charity Independent Examiners
(A company limited by guarantee)**

**Notes to the financial statements
For the year ended 31 March 2023**

2 Accounting policies (continued)

2.7 Taxation

ACIE is not liable to corporation tax, capital gains tax or income tax on its charitable activities. Irrecoverable VAT is included in the asset cost or the expense to which it relates.

2.8 Tangible assets

Tangible assets are capitalised if they can be used for more than one year and cost at least £1,000. They are valued at cost or, if gifted, at their value on receipt.

ACIE does not currently have any capitalised tangible assets.

2.9 Cash at bank and in hand

Cash at bank and in hand comprises 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.

2.10 Financial instruments

ACIE has elected to apply the provisions of Section 11 (Basic Financial Instruments) and Section 12 (Other Financial Instruments Issues) of FRS 102 to all of its financial instruments.

Financial instruments are recognised in ACIE's balance sheet when ACIE becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans, are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when ACIE's contractual obligations expire or are discharged or cancelled.

**Association of Charity Independent Examiners
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**Notes to the financial statements
For the year ended 31 March 2023**

3 Critical accounting estimates and areas of judgement

In the application of ACIE's accounting policies, the Trustees are required to make judgments, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of revision and future periods where the revision affects both current and future periods.

There were no critical accounting estimates made in either year.

4 Income from donations and legacies

	Unrestricted fund - General Fund 2023 £	Unrestricted fund - General Fund 2022 £
Donations to General Fund	135	110
	Restricted fund - Bursary Fund 2023 £	Restricted fund - Bursary Fund 2022 £
Donations to Bursary Fund	675	685
Gift Aid tax claimed on donations to Bursary Fund	87	116
	762	801
Total income from donations and legacies	897	911

5 Income from charitable activities

	Unrestricted fund - General Fund 2023 £	Unrestricted fund - General Fund 2022 £
Membership subscriptions	32,144	33,034
Professional indemnity insurance fees from members	7,784	6,860
Fees - Training courses and webinars	7,045	8,305
Fees - Conferences	3,310	2,330
Sales of 'Independent Examiner Workbook for Members'	1,620	2,141
Fees - Applications for Full Membership	250	380
Advertising in ACIE newsletter	-	1,000
	52,153	54,050

Association of Charity Independent Examiners
(A company limited by guarantee)

Notes to the financial statements
For the year ended 31 March 2023

6 Expenditure on charitable activities - Direct costs

	Unrestricted fund - General Fund 2023 £	Unrestricted fund - General Fund 2022 £
Training courses and webinars - Presenters, facilitators and venues	11,022	6,365
Training courses and webinars - Trustees' expenses - Travel and subsistence (Note 10)	-	98
Conferences	4,285	10,076
Professional indemnity insurance for members	8,738	4,605
Bank processing charges	658	809
Newsletter design and production	1,068	674
	25,771	22,627

7 Expenditure on charitable activities - Support costs

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Design and development of revised website, logo and artwork	19,344	-
Staff costs (Note 8)	16,106	14,658
Office and administrative support	6,615	6,000
Governance costs (Note 9)	3,958	3,437
Website, software and email	2,222	1,648
Employee - Travel and subsistence	1,259	325
Subscriptions	950	747
Insurance	681	636
Employee - Training and development	581	10
Telephone	418	478
Payroll service (Note 16)	300	276
Virtual office	-	300
Other	601	206
	53,035	28,721

The expenditure on 'Support costs - Website, software and email' includes £144 (2022: £144) attributable to the Designated Development Fund. All other expenditure on support costs was attributable to the General Fund in both years.

8 Expenditure on charitable activities - Support costs - Staff costs

For both years, the amount shown for expenditure on staff costs in Note 7 constitutes the gross salary of ACIE's one part-time employee, who is primarily involved in managing development. In accordance with HMRC's rules that apply to eligible employers, ACIE (as a charity) claimed Employment Allowance, which reduced the amount payable for Class 1 Employer's National Insurance contributions to £nil for both years.

No pension contributions were payable for either year.

**Association of Charity Independent Examiners
(A company limited by guarantee)**

**Notes to the financial statements
For the year ended 31 March 2023**

9 Expenditure on charitable activities - Support costs - Governance costs

	Unrestricted fund - General Fund 2023 £	Unrestricted fund - General Fund 2022 £
Independent Examiner's fee	1,800	1,680
Trustees - Travel and subsistence (Note 10)	953	145
Trustees - Training and development	-	85
Legal advice	698	1,505
Trustee meetings - Room hire	390	-
Compliance charges (Note 16)	117	22
	<u>3,958</u>	<u>3,437</u>

10 Trustees' remuneration and expenses

Neither Trustees nor any persons connected with them received any remuneration or other benefits for either year.

For the year ended 31 March 2023, a total of £953 was reimbursed to six Trustees for travel and subsistence expenses incurred in fulfilling their Trustee duties.

For the year ended 31 March 2022, a total of £243 was reimbursed to two Trustees for travel and subsistence expenses incurred in fulfilling their Trustee duties.

The Trustees are ACIE'S key management.

11 Debtors

	2023 £	2022 £
Prepayments	838	1,017
Gift aid recoverable	87	253
Other debtors	758	239
	<u>1,683</u>	<u>1,509</u>

12 Creditors: Amounts falling due within one year

	2023 £	2022 £
Deferred income	6,361	7,900
Provisions for refunds payable on training courses, webinars and conferences	995	970
Accruals - Independent Examiner's fee	1,800	1,680
Taxation and social security - PAYE & NI contributions	90	86
Other creditors	1,973	1,311
	<u>11,219</u>	<u>11,947</u>
	2023 £	2022 £
Deferred income at beginning of year	7,900	8,949
Resources deferred during year	6,361	7,900
Amounts released from previous year	(7,900)	(8,949)
Deferred income at end of year	<u>6,361</u>	<u>7,900</u>

**Association of Charity Independent Examiners
(A company limited by guarantee)**

**Notes to the financial statements
For the year ended 31 March 2023**

13 Financial instruments

	2023 £	2022 £
Financial assets		
Financial assets measured at fair value through income and expenditure:		
Cash at bank and in hand	58,900	84,960
Gift aid recoverable	87	253
Other debtors	758	239
	<u>59,745</u>	<u>85,452</u>
	2023 £	2022 £
Financial liabilities		
Financial liabilities measured at fair value through income and expenditure:		
Accruals	(1,800)	(1,680)
Provisions for refunds payable on training courses, webinars and conferences	(995)	(970)
Other creditors	(1,973)	(1,311)
	<u>(4,768)</u>	<u>(3,961)</u>

Other financial liabilities measured at fair value through income and expenditure comprise creditors.

14 Analysis of net assets between funds

31 March 2023

	Unrestricted funds £	Restricted funds £	Total funds £
Current assets	60,496	87	60,583
Creditors: Amounts falling due within one year	(11,219)	-	(11,219)
Total	<u>49,277</u>	<u>87</u>	<u>49,364</u>

31 March 2022

	Unrestricted funds £	Restricted funds £	Total funds £
Current assets	86,217	252	86,469
Creditors: Amounts falling due within one year	(11,947)	-	(11,947)
Total	<u>74,270</u>	<u>252</u>	<u>74,522</u>

Association of Charity Independent Examiners
(A company limited by guarantee)

Notes to the financial statements
For the year ended 31 March 2023

15 Statement of funds

Year ended 31 March 2023

	Balance at beginning of year £	Income £	Expenditure £	Transfers in/out £	Balance at end of year £
Unrestricted funds					
Designated fund - Development Fund	4,770	-	(144)	-	4,626
General Fund	69,500	52,886	(78,662)	927	44,651
Total unrestricted funds	74,270	52,886	(78,806)	927	49,277
Restricted fund					
Bursary Fund	252	762	-	(927)	87
Total funds	74,522	53,648	(78,806)	-	49,364

Year ended 31 March 2022

	Balance at beginning of year £	Income £	Expenditure £	Transfers in/out £	Balance at end of year £
Unrestricted funds					
Designated fund - Development Fund	4,856	-	(86)	-	4,770
General Fund	65,879	54,198	(51,262)	685	69,500
Total unrestricted funds	70,735	54,198	(51,348)	685	74,270
Restricted funds					
Bursary Fund	136	801	-	(685)	252
Total funds	70,871	54,999	(51,348)	-	74,522

Designated fund - Development Fund

The Trustees resolved to designate £5,000 of the General Fund to be spent on development and training for the members.

Restricted fund - Bursary Fund

The Bursary Fund restricted fund is funded by donations from members, and used to subsidise those members who are Voluntary Independent Examiners ("VIEs") and pay their membership subscriptions at a lower level than other members.

During the year, donations totalling £675 (2022: £685) were received for the Bursary Fund, and £927 (2022: £685) was transferred from the Bursary Fund to the General Fund to subsidise the VIEs' membership subscriptions. The balance of £87 on the Bursary Fund at 31 March 2023 (2022: £252) represents the total amount of Gift Aid tax recoverable at that date on the donations received for the Bursary Fund.

**Association of Charity Independent Examiners
(A company limited by guarantee)**

**Notes to the financial statements
For the year ended 31 March 2023**

16 Related party transactions

Mark Heaton (ACIE Trustee from 22 October 2019) is a director of the accountancy practice, KM Business Solutions Limited.

For the year ended 31 March 2023, fees totalling £417 were payable by ACIE to KM Business Solutions Limited, for payroll service (£300) and compliance charges (£117).

For the year ended 31 March 2022, fees totalling £299 were payable by ACIE to KM Business Solutions Limited, for payroll service (£276) and compliance charges (£22).

All individuals who were Trustees for all or part of the two years paid the same amounts as other members for their membership subscriptions, professional indemnity insurance, conference fees, course and webinar fees, and the Independent Examiner Workbook for Members.

Other than those reported in Note 10 and in this Note, there were no related party transactions in either year that require disclosure.

**17 Statement of financial activities (incorporating income and expenditure account)
For the year ended 31 March 2022**

		Unrestricted Funds 2022	Restricted funds 2022	Total funds 2022	Total funds 2021 Restated
	Note	£	£	£	£
Income from:					
Donations and legacies	4	110	801	911	671
Charitable activities	5	54,050	-	54,050	54,428
Bank interest		38	-	38	43
Total income		54,198	801	54,999	55,142
Expenditure on charitable activities:					
Direct costs	6	22,627	-	22,627	10,541
Support costs	7	28,721	-	28,721	25,032
Total expenditure		51,348	-	51,348	35,573
Net income		2,850	801	3,651	19,569
Transfers between funds	15	685	(685)	-	-
Net movement in funds		3,535	116	3,651	19,569
Reconciliation of funds:					
Total funds brought forward	15	70,735	136	70,871	51,302
Total funds carried forward	15	74,270	252	74,522	70,871

ASSOCIATION OF CHARITY INDEPENDENT EXAMINERS

England & Wales - Charity number 1139609

Accounts

Registered company number: 07461134

Charity registered numbers: 1139609 (England and Wales) and SC039066 (Scotland)

Association of Charity Independent Examiners

(A company limited by guarantee)

Unaudited

Trustees' report and financial statements

For the year ended 31 March 2022

**Association of Charity Independent Examiners
(A company limited by guarantee)**

**Trustees' report and financial statements
For the year ended 31 March 2022**

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**Association of Charity Independent Examiners
(A company limited by guarantee)**

**Reference and administrative details of the Charity, its Trustees and advisers
For the year ended 31 March 2022**

Name	Association of Charity Independent Examiners ("ACIE")
Company registered number	07461134
Charity registered numbers	1139609 (England and Wales) and SC039066 (Scotland)
Registered office	1st Floor, Block C The Wharf Manchester Road Burnley BB11 1JG
Trustees	Kerry Clayton Tony Clarke Mark Heaton* Susan Robinson* Frances Taylor* Anthony Vincent* (from 13 July 2021) Alison Cook (to 7 November 2022) Lee Stevenson* (to 28 March 2022) Thomas Ojo (to 4 May 2021) *Denotes ACIE Full Member
Bankers	Unity Trust Bank PLC 9 Brindleyplace Birmingham B1 2HB
Independent Examiner	Anita C Mason BA(Hons) BFP FCA BWM Chartered Accountants Suite 5.1 12 Tithebarn Street Liverpool L2 2DT

**Association of Charity Independent Examiners
(A company limited by guarantee)**

**Trustees' report
For the year ended 31 March 2022**

The Trustees, who are the directors of Association of Charity Independent Examiners ("ACIE") for the purposes of company law, are pleased to present their report and the financial statements (together with the Independent Examiner's report thereon) of ACIE for the year ended 31 March 2022.

Structure, Governance and Management

ACIE is a charitable company limited by guarantee which was incorporated on, and governed by, its Articles of Association dated 6 December 2010. Each member of the company is required to contribute an amount not exceeding £1, should the company be wound up while he/she is a member, or within one year after he/she ceases to be a member. The Directors are the members of the company.

The Articles are supported by Regulations for Subscribing Members, which were last updated in February 2012.

ACIE is registered with the Charity Commission for England and Wales and the Office of the Scottish Charity Regulator.

Purpose

ACIE is an association of people who carry out Independent Examination ("IE"), providing support and information to its members, charities and other interested parties. The purpose of ACIE is to promote best practice in IE.

Objectives

The objects of ACIE are to promote greater effectiveness of charities in the United Kingdom in the achievement of their charitable objects by:

- providing advice, support, and training to any person acting or wishing to act as an Independent Examiner of charity accounts;
- promoting and maintaining high standards of practice and professional conduct by its members; and
- providing charity trustees with information in connection with the selection and appointment of Independent Examiners.

Activities

Activities during the year included:

- an enquiry service for members, non-members and charities seeking an Independent Examiner;
- training courses and conferences;
- publishing newsletters for members and providing topical communications by email;
- the professional qualification of Full Membership, designated by ACIE (ACIE Associate) or FCIE (ACIE Fellow); and
- collaboration with other bodies where this furthers ACIE's objects.

Public Benefit

The Trustees have considered ACIE's activities and achievements for 2021/2022 and its plans for 2023/2023, against the Public Benefit Guidance issued by the Charity Commission. They agreed that the public who benefit from ACIE's work are those who are beneficiaries of the numerous small charities that are helped either directly by ACIE's information service, or where ACIE members act as Independent Examiners.

The Trustees are satisfied that this report on ACIE's activities in 2021/2022 and its plans for the future, demonstrate that, in fulfilling its objects, the charities which ACIE assists should experience on-going or improved efficiency and confidence in their financial management allowing them to spend more time, money and energy on their own beneficiaries.

**Association of Charity Independent Examiners
(A company limited by guarantee)**

**Trustees' report (continued)
For the year ended 31 March 2022**

ACIE is committed to those who carry out IE as volunteers (VIEs), including running a Voluntary Fund to allow it to offer subsidised membership subscriptions.

Achievements and Performance 2021/2022

2021/2022 continued to present challenges. ACIE was unable to hold conferences face to face, but the online conference attracted our usual numbers, and take up of online webinars and workshops was very high. Online provision also enabled us to meet our regional outreach targets, with increased participation from the hard-to-reach areas of Northern Scotland, Wales and the South West of England.

Outreach work developed well in this period. We were able to offer training packages to a number of firms, and specialised offerings to our partner organisations, Association of Church Accountants and Treasurers (ACAT), Scottish Council for Voluntary Organisations (SCVO) and The Honorary Treasurers Forum (Honorary Treasurers).

We embarked on a training project for undergraduates studying for degrees in Accountancy at Liverpool John Moores University.

We continued to respond to members' queries, and to queries from charities requiring IEs and IE advice.

We started a project to re-design and re-develop ACIE's website, logo and artwork. Much of that project has been completed in 2022/2023 to date.

Members

Membership has continued to climb steadily. We congratulate those Affiliate Members whose applications to become Full Members have been successful. Success is dependent on Affiliate Members being able to demonstrate that they have the requisite ability and practical experience in examining and/or preparing charities' financial statements, and results in their being able to use the designated letters of ACIE or FCIE to evidence their level of expertise in the field of IE.

We welcome our new Affiliate Members who joined during 2021/22. Unfortunately, we said goodbye to some members, including those who have decided to retire from performing IEs, and we wish them all the best for the future.

Improving the standard of Independent Examination

ACIE promotes and maintains high standards of practice in part through progression to Full Membership. A number of courses have been run to support members applying for Full Membership, which we hope will increase success.

Continuing Professional Development

During 2021-2022 all training took place on-line, and more than a third of the membership participated in at least one of those webinars.

Our best practice training is designed to give Independent Examiners, whatever their experience, confidence in their abilities and takes attendees through the IE regime, considerations when taking on new clients, planning examination work, carrying out fieldwork, and making statutory and discretionary reports to the appropriate regulator(s).

Continuing Professional Development ("CPD") declarations were rolled out to all Full Members as a requirement of their membership. Their returns provide evidence that our Full Members are active in seeking out CPD opportunities and also that the activities of ACIE are key to this.

**Association of Charity Independent Examiners
(A company limited by guarantee)**

**Trustees' report (continued)
For the year ended 31 March 2022**

Member Networking

Keeping members up to date: We published four newsletters and a number of bulletins, addressing key changes in charity finance regulation and the information provided by government and advisory agencies on dealing with the impact of Covid-19. In addition, we advertised both our own and collaborators' events.

Independent Examiner Workbook

The Independent Examiner Workbook continued to make sales and has become a valuable tool for many Independent Examiners.

Governance and Internal Policies and Procedures

ACIE continued to review its policies and procedures, the latest versions of which are available to members on our website. A project is planned to review key documents to be translated into Welsh and also stored on our website.

Challenges 2021/2022

This is a challenging time as we individually look at new ways of working with our clients, and respective clients have their own difficulties. ACIE is also looking at different ways of engaging with members and providing new methods of training. We will continue to look at this using digital formats, where more suitable. Training remains high on our agenda to raise the profile of our members against a background of Regulators reviewing the quality of financial statements submitted to them. We decided that ACIE's annual conference in 2021/2022 would be held online to ensure that members were kept both informed and safe, as the UK came out of the Covid-19 restrictions.

What we do well:

- being mindful of changes affecting the third sector and how to continue providing our members with the information, support and advice they need, including low-cost professional indemnity insurance;
- striving to proactively promote the importance of IE to charity trustees and treasurers;
- responding to training needs of members and non-members, including methods of provision;
- working in partnership with other organisations to promote best practice in IE; and
- engaging trustees to be committed and active members of the Board

Areas for improvement:

- increasing the numbers of people joining ACIE - in particular, under-represented demographics;
- adding value to our membership packages and raising awareness of the various benefits on offer;
- providing members with access to training and tools to help with their examinations in all parts of the UK;
- encouraging more Affiliate Members to apply for Full Membership, ensuring that the system is transparent and effective, and applications are processed efficiently;
- reflecting on the needs of the organisation and the roles and responsibilities of ACIE Trustees, ACIE staff and the individuals who provide office and administrative support;
- continuing to encourage Full Members to maintain their CPD and to complete their CPD declarations; and
- expanding regional engagement.

**Association of Charity Independent Examiners
(A company limited by guarantee)**

**Trustees' report (continued)
For the year ended 31 March 2022**

Trustees

The Board consists of up to nine Trustees, elected by ACIE's Subscribing Members, to serve for a period not exceeding three years, and up to three Trustees co-opted by the elected Trustees to serve until the following 30 June.

Eligibility:

- Elected Trustees must be Subscribing Members of ACIE. Co-opted Trustees may, but are not required to, be Subscribing Members of ACIE.
- The majority of the Trustees must be ACIE Full Members.
- Retiring Trustees are eligible for re-election or may be co-opted again, provided that no Trustee may serve for more than nine consecutive years.

The names of the Trustees who have served since 1 April 2021 are shown on page 1 above.

Organisational structure

The Trustees normally meet three times per year to consider the business of ACIE. As a result of the pandemic, a larger number of shorter-length meetings were held virtually during 2021/2022 and subsequently.

Trustees also participated in the following committees that met regularly as required. Terms of Reference were reviewed during the year and agreed by each Chair:

- Governance and Finance Committee
- Membership Committee
- Training Committee
- Advisory Committees for Scotland and Northern Ireland

Financial Review

ACIE's total income receivable for 2021/2022 was £54,999 (2020/2021: £55,142). Total expenditure in the year was £51,348 (2020/2021: £35,573), which resulted in a net increase in funds of £3,651 (2020/2021: £19,569).

ACIE's primary source of income is membership subscriptions, which showed a small increase (£33,034 compared with £32,741 in 2021/2022). The amounts received from members for professional indemnity insurance went down from £7,950 (2020/2021) to £6,860 (2021/2022).

ACIE's funds at 31 March 2022 totalled £74,522 (2021: £70,871). During the coming months and into the new financial year, a key focus of the Trustees will be identifying and implementing additional ways of supporting members as safely and effectively as possible. The Trustees are encouraged by the level of funds being carried into 2021/2022 which will enable them to do this.

ACIE maintains a Bursary Fund restricted fund, which is made up of donations kindly made by members. This restricted fund subsidises those members who are Voluntary Independent Examiners ("VIEs") and pay their membership subscriptions at a lower level than other members. Donations to the Bursary Fund totalling £685 were utilised during 2021/2022 (2020/2021: £1,099).

Reserves Policy

The Trustees' reserves policy is to maintain a minimum of six months' day-to-day running costs (currently about £22,000) to ensure sufficient working capital is available to meet expected expenditure and liabilities in the event of a fall in income. At 31 March 2022, the balance on the General Fund was £69,980 (all held in liquid funds), which means that there were excess free reserves of £47,980 at that date.

**Association of Charity Independent Examiners
(A company limited by guarantee)**

**Trustees' report (continued)
For the year ended 31 March 2022**

Risk Management

The Trustees continued to assess and address the risks faced by ACIE, and undertook a review of its disaster recovery plan during the year. The major challenges are having only one part-time employee, how to maintain and grow the numbers of Full Members, and how to ensure that Full Members adopt and maintain high standards of practice.

Accounting and Reporting Responsibilities

The Trustees 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 ACIE's state of affairs and of its income 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 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland' (FRS 102) ("the Charities SORP");
- make judgements 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; and
- prepare the financial statements on the going concern basis, unless it is inappropriate to presume that ACIE will continue in business.

The Trustees are responsible for:

- keeping adequate accounting records which:
 - are sufficient to show and explain ACIE's transactions and disclose with reasonable accuracy at any time the financial position of ACIE; and
 - enable them (the Trustees) to ensure that the financial statements comply with the Companies Act 2006; and
- safeguarding ACIE's assets and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approval

This report, which was prepared in accordance with the provisions within Part 15 of the Companies Act 2006 relating to small companies, was approved by the Trustees on 13 December 2022 and signed on their behalf by:



Mark Heaton
Trustee

**Association of Charity Independent Examiners
(A company limited by guarantee)**

**Independent examiner's report
For the year ended 31 March 2022**

Independent examiner's report to the Trustees of Association of Charity Independent Examiners

I report to the Trustees on my examination of the financial statements of Association of Charity Independent Examiners ('the Charity') for the year ended 31 March 2022, which are set out on pages 8 to 18.

This report is made solely to the Charity's Trustees, as a body, in accordance with Section 145 of the Charities Act 2011. My examination has been undertaken so that I might state to the Charity'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 Charity and the Charity's Trustees as a body, for my examination, for this report, or for the opinions I have formed.

Responsibilities and basis of report

As the Trustees of the Charity (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 Charities and Trustee Investment (Scotland) Act 2005 ('the 2005 Act'), the Charities Accounts (Scotland) Regulations 2006 (as amended), and the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the financial statements of the Charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the Charity's financial statements carried out under section 44(1)(c) of the 2005 Act and section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the requirements of Regulation 11 of the Charities Accounts (Scotland) Regulations 2006 (as amended) and all the applicable directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the Charity is required by company law to prepare its accounts on an accruals basis and is registered as a charity in Scotland your examiner must be a member of a body listed in Regulation 11(2) of the Charities Accounts (Scotland) Regulations 2006 (as amended). I can 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 that in any material respect:

1. accounting records were not kept in respect of the Charity as required by section 386 of the 2006 Act and Regulation 4 of the 2006 Accounts Regulations; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the accounting requirements of Regulation 8 of the Charities Accounts (Scotland) Regulations 2006 (as amended) and 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 financial statements 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 financial statements to be reached.



Signed:

Dated: 14/12/2022

Anita C Mason BA(Hons) BFP FCA
BWM Chartered Accountants
Suite 5.1, 12 Tithebarn Street,
Liverpool, L2 2DT

**Association of Charity Independent Examiners
(A company limited by guarantee)**

**Statement of financial activities (incorporating income and expenditure account)
For the year ended 31 March 2022**

		Unrestricted Funds 2022	Restricted funds 2022	Total funds 2022	Total funds 2021 Restated
	Note	£	£	£	£
Income from:					
Donations and legacies	4	110	801	911	671
Charitable activities	5	54,050	-	54,050	54,428
Bank interest		38	-	38	43
Total income		54,198	801	54,999	55,142
Expenditure on charitable activities:					
Direct costs	6	22,627	-	22,627	10,541
Support costs	7	28,721	-	28,721	25,032
Total expenditure		51,348		51,348	35,573
Net income		2,850	801	3,651	19,569
Transfers between funds	15	685	(685)	-	-
Net movement in funds		3,535	116	3,651	19,569
Reconciliation of funds:					
Total funds brought forward	15	70,735	136	70,871	51,302
Total funds carried forward	15	74,270	252	74,522	70,871

This statement of financial activities includes all gains and losses recognised in the year and complies with the requirements for the income and expenditure account under the Companies Act 2006.

All income and expenditure derive from continuing activities.

Comparative figures for the previous year by fund type are shown in Note 17.

The notes on pages 10 to 18 form an integral part of these financial statements.

**Association of Charity Independent Examiners
(A company limited by guarantee)**

**Balance sheet
As 31 March 2022**

	Note	Total funds 2022 £	Total funds 2021 £
Current assets:			
Debtors	11	1,509	5,882
Cash at bank and in hand		<u>84,960</u>	<u>75,837</u>
		86,469	81,719
Creditors: Amounts falling due within one year	12	<u>(11,947)</u>	<u>(10,848)</u>
Total net assets	14	<u>74,522</u>	<u>70,871</u>
The funds of the charity:			
Restricted fund - Bursary Fund	15	<u>252</u>	<u>136</u>
Unrestricted funds:			
Designated Fund - Development Fund	15	4,770	4,856
General Fund	15	<u>69,500</u>	<u>65,879</u>
Total unrestricted funds		<u>74,270</u>	<u>70,735</u>
Total funds		<u><u>74,522</u></u>	<u><u>70,871</u></u>

The Trustees (who are also the Directors of ACIE for the purposes of company law) confirm that, for the year ended 31 March 2022:

- ACIE was entitled to exemption from audit under section 477 of the Companies Act 2006 ("the Act"); and
- members have not required ACIE to obtain an audit of its financial statements in accordance with section 476 of the Act. However, in accordance with section 145 of the Charities Act 2011 and section 44 of the Charities and Trustee Investment (Scotland) Act 2005, the financial statements have been examined by an Independent Examiner, whose report appears on page 8.

The Trustees acknowledge their responsibilities for ensuring that ACIE keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of ACIE's state of affairs as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to ACIE.

The notes on pages 10 to 18 form an integral part of these financial statements.

These financial statements, which have been prepared in accordance with the provisions in the Act relating to small companies, were approved by the Trustees on 13 December 2022 and signed on their behalf by:



Mark Heaton
Trustee

**Association of Charity Independent Examiners
(A company limited by guarantee)**

**Notes to the financial statements
For the year ended 31 March 2022**

1 General information

Association of Charity Independent Examiners ("ACIE") is a charitable company governed by its Articles of Association, dated 6 December 2010, and registered in England and Wales. Its registered address is 1st Floor, Block C, The Wharf, Manchester Road, Burnley BB11 1JG.

ACIE is registered as a charity in England and Wales (registered number 1139609) and Scotland (registered number 07461134). ACIE is a public benefit entity.

2 Accounting policies

2.1 Basis of preparation of financial statements

The financial statements are prepared on an accruals basis, and on a going concern basis (Note 2.2), in accordance with:

- Part 15 (Accounts and reports) of the Companies Act 2006 [which applies to companies incorporated in the UK];
- section 8 (Statement of account - Fully accrued accounts) of The Charities Accounts (Scotland) Regulations 2006 [which applies to charities registered in Scotland];
- 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)' ("the Charities SORP");
- UK Generally Accepted Accounting Practice; and
- the historical cost convention.

The financial statements are presented in UK sterling, which is ACIE's functional currency, and rounded to the nearest pound.

There have been no changes to the basis of preparation this year or to the previous year's financial statements.

ACIE does not constitute a "larger charity" for the purposes of the Charities SORP, and has opted not to include a statement of cash flows in these financial statements.

2.2 Going concern

The Trustees assess whether the use of going concern is appropriate - ie whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of ACIE to continue as a going concern.

The Trustees make this assessment in respect of at least one year from the date they approve the financial statements, and have concluded that:

- ACIE has adequate resources and reserves to enable it to continue in operational existence for the foreseeable future;
- there are no material uncertainties about ACIE's ability to continue as a going concern; and
- it remains appropriate to adopt the going concern basis of accounting in preparing these financial statements.

**Association of Charity Independent Examiners
(A company limited by guarantee)**

**Notes to the financial statements
For the year ended 31 March 2022**

2 Accounting policies (continued)

2.3 Fund accounting

Any donation or grant received by ACIE that the donor requires to be used for a specified purpose is treated as 'restricted' income and credited to the appropriate 'restricted fund'. Any costs incurred in raising or administering such funds are charged against the relevant restricted fund.

All other donations and grants received by ACIE are treated as 'unrestricted' income and credited to the General Fund, which is an 'unrestricted fund'.

Designated funds are unrestricted funds that the Trustees have set aside for particular purposes.

2.4 Income

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

Membership subscriptions and professional indemnity insurance fees received are accounted for as income in the financial year to which they relate. Any membership subscriptions or professional indemnity insurance fees received in one financial year that relate to a subsequent financial year are accounted for in the balance sheet as deferred income.

Fees received for conferences, training courses and webinars are accounted for as income in the financial year in which the relevant event takes place. Any fees received in one financial year for an event in a subsequent financial year are accounted for in the balance sheet as deferred income.

2.5 Interest receivable

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

2.6 Expenditure

Expenditure is recognised on an accruals basis; as soon as a legal or constructive obligation has arisen that commits ACIE to transfer economic benefit (usually in the form of money) to a third party in settlement, and the amount of the obligation can be measured or estimated reliably.

A legal obligation arises when ACIE enters into a binding contract or there is a statutory requirement for ACIE to make a payment. When ACIE enters into a contract for the supply of goods or services, expenditure is recognised once the supplier of the goods or services has performed its part of the contract.

A constructive obligation arises when ACIE indicates to other parties that it accepts particular responsibilities and thereby creates a valid expectation on their part that ACIE will meet them.

Expenditure on charitable activities comprises expenditure that is incurred when undertaking the activities which further ACIE's objectives, as well as any associated support costs.

Governance costs comprise all costs involving the public accountability of ACIE and its compliance with regulation and good practice, including the costs of preparing and examining the financial statements, the cost of trustee meetings and the cost of any legal advice to trustees on governance or constitutional matters.

**Association of Charity Independent Examiners
(A company limited by guarantee)**

**Notes to the financial statements
For the year ended 31 March 2022**

2 Accounting policies (continued)

2.7 Taxation

ACIE is not liable to corporation tax, capital gains tax or income tax on its charitable activities. Irrecoverable VAT is included in the asset cost or the expense to which it relates.

2.8 Tangible assets

Tangible assets are capitalised if they can be used for more than one year and cost at least £1,000. They are valued at cost or, if gifted, at their value on receipt.

ACIE does not currently have any capitalised tangible assets.

2.9 Cash at bank and in hand

Cash at bank and in hand comprises 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.

2.10 Financial instruments

ACIE has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in ACIE's balance sheet when ACIE becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when ACIE's contractual obligations expire or are discharged or cancelled.

**Association of Charity Independent Examiners
(A company limited by guarantee)**

**Notes to the financial statements
For the year ended 31 March 2022**

3 Critical accounting estimates and areas of judgement

In the application of ACIE's accounting policies, the Trustees are required to make judgments, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of revision and future periods where the revision affects both current and future periods.

4 Income from donations and legacies

	Unrestricted fund - General Fund 2022 £	Unrestricted fund - General Fund 2021 £
Donations to General Fund	110	-
	Restricted fund - Bursary Fund 2022 £	Restricted fund - Bursary Fund 2021 £
Donations to Bursary Fund	685	535
Gift Aid tax claimed on donations to Bursary Fund	116	136
	801	671
Total income from donations and legacies	911	671

5 Income from charitable activities

	Unrestricted fund - General Fund 2022 £	Unrestricted fund - General Fund 2021 £
Membership subscriptions	33,034	32,741
Professional indemnity insurance fees from members	6,860	7,950
Fees - Training courses and webinars	8,305	10,291
Fees - Conferences	2,330	-
Sales of 'Independent Examiner Workbook for Members'	2,141	2,996
Advertising in ACIE newsletter	1,000	-
Fees - Applications for Full Membership	380	450
	54,050	54,428

**Association of Charity Independent Examiners
(A company limited by guarantee)**

**Notes to the financial statements
For the year ended 31 March 2022**

6 Expenditure on charitable activities - Direct costs

	Unrestricted fund - General Fund 2022 £	Unrestricted fund - General Fund 2021 Restated £
Conferences	10,076	-
Training courses and webinars - Presenters, facilitators and venues	6,365	5,548
Training courses and webinars - Trustees' expenses - Travel and subsistence (Note 10)	98	-
Professional indemnity insurance for members	4,605	4,153
Bank processing charges	809	840
Newsletter design and production	674	-
	22,627	10,541

7 Expenditure on charitable activities - Support costs

	Unrestricted funds 2022 £	Unrestricted funds 2021 Restated £
Staff costs (Note 8)	14,658	14,435
Office and administrative support	6,000	4,205
Governance costs (Note 9)	3,437	1,808
Website, software and email	1,648	2,005
Subscriptions	747	707
Insurance	636	587
Telephone	478	474
Employee - Travel and subsistence	325	-
Virtual office	300	300
Payroll service (Note 16)	276	270
Other	216	241
	28,721	25,032

The expenditure on 'Support costs - Website, software and email' includes £86 (2021: £144) attributable to the Designated Development Fund. All other expenditure on support costs was attributable to the General Fund in both years.

8 Expenditure on charitable activities - Support costs - Staff costs

For both years, the amount shown for expenditure on staff costs in Note 7 constitutes the gross salary of ACIE's one part-time employee, who is primarily involved in managing development. In accordance with HMRC's rules that apply to eligible employers, ACIE (as a charity) claimed Employment Allowance, which reduced the amount payable for Class 1 Employer's National Insurance contributions to £nil for both years.

No pension contributions were payable for either year.

**Association of Charity Independent Examiners
(A company limited by guarantee)**

**Notes to the financial statements
For the year ended 31 March 2022**

9 Expenditure on charitable activities - Support costs - Governance costs

	Unrestricted fund - General Fund 2022 £	Unrestricted fund - General Fund 2021 £
Legal advice	1,505	120
Independent examiner's fee	1,680	1,440
Trustees - Travel and subsistence (Note 10)	145	-
Trustees - Training and development	85	194
Compliance charges (Note 16)	22	54
	3,437	1,808

10 Trustees' remuneration and expenses

Neither Trustees nor any persons connected with them received any remuneration or other benefits for either year.

For the year ended 31 March 2022, a total of £243 was reimbursed to two Trustees for travel and subsistence expenses incurred in fulfilling their Trustee duties.

For the year ended 31 March 2021, none of the Trustees was reimbursed for any expenses incurred in fulfilling their Trustee duties.

The Trustees are ACIE'S key management.

11 Debtors

	2022 £	2021 £
Prepayments	1,017	5,676
Gift aid recoverable	253	136
Other debtors	239	70
	1,509	5,882

12 Creditors: Amounts falling due within one year

	2022 £	2021 £
Deferred income	7,900	8,949
Provisions for refunds payable on training courses, webinars and conferences	970	612
Accruals - Independent examiner's fee	1,680	1,200
Taxation and social security - PAYE & NI contributions	86	87
Other creditors	1,311	-
	11,947	10,848
	2022 £	2021 £
Deferred income at beginning of year	8,949	5,460
Resources deferred during year	7,900	8,949
Amounts released from previous year	(8,949)	(5,460)
Deferred income at end of year	7,900	8,949

**Association of Charity Independent Examiners
(A company limited by guarantee)**

**Notes to the financial statements
For the year ended 31 March 2022**

13 Financial instruments

	2022	2021
	£	£
Financial assets		
Financial assets measured at fair value through income and expenditure:		
Cash at bank and in hand	84,960	75,837
Gift aid recoverable	253	136
Other debtors	239	70
	85,452	76,043
	2022	2021
	£	£
Financial liabilities		
Financial liabilities measured at fair value through income and expenditure:		
Accruals	(1,680)	(1,200)
Provisions for refunds payable on training courses, webinars and conferences	(970)	(612)
Other creditors	(1,311)	-
	(3,961)	(1,812)

Other financial liabilities measured at fair value through income and expenditure comprise creditors.

14 Analysis of net assets between funds

31 March 2022

	Unrestricted funds	Restricted funds	Total funds
	£	£	£
Current assets	86,217	252	86,469
Creditors: Amounts falling due within one year	(11,947)	-	(11,947)
Total	74,270	252	74,522

31 March 2021

	Unrestricted funds	Restricted funds	Total funds
	£	£	£
Current assets	81,583	136	81,719
Creditors: Amounts falling due within one year	(10,848)	-	(10,848)
Total	70,735	136	70,871

**Association of Charity Independent Examiners
(A company limited by guarantee)**

**Notes to the financial statements
For the year ended 31 March 2022**

15 Statement of funds

Year ended 31 March 2022

	Balance at beginning of year £	Income £	Expenditure £	Transfers in/out £	Balance at end of year £
Unrestricted funds					
Designated fund - Development Fund	4,856	-	(86)	-	4,770
General Fund	65,879	54,198	(51,262)	685	69,500
Total unrestricted funds	70,735	54,198	(51,348)	685	74,270
Restricted funds					
Bursary Fund	136	801	-	(685)	252
Total funds	70,871	54,999	(51,348)	-	74,522

Year ended 31 March 2021

	Balance at beginning of year £	Income £	Expenditure £	Transfers in/out £	Balance at end of year £
Unrestricted funds					
Designated fund - Development Fund	5,000	-	(144)	-	4,856
General Fund	45,738	54,471	(35,429)	1,099	65,879
Total unrestricted funds	50,738	54,471	(35,573)	1,099	70,735
Restricted fund					
Bursary Fund	564	671	-	(1,099)	136
Total funds	51,302	55,142	(35,573)	-	70,871

Designated fund - Development Fund

The Trustees resolved to designate £5,000 of the General Fund to be spent on development and training for the members. As a result of the pandemic, progress on this was limited, but the Trustees remain committed to utilising these funds for these purposes.

Restricted fund - Bursary Fund

The Bursary Fund is provided by donations from members, and used to subsidise those members who are Voluntary Independent Examiners ("VIEs") and pay their membership subscriptions at a lower level than other members.

During the year, donations totalling £685 (2021: £535) were received for the Bursary Fund, and £685 (2021: £1,099) was transferred from the Bursary Fund to the General Fund to subsidise the VIEs' membership subscriptions. The balance of £252 on the Bursary Fund at 31 March 2022 (2021: £136) represents the total amount of Gift Aid tax recoverable at that date on the donations received for the Bursary Fund.

**Association of Charity Independent Examiners
(A company limited by guarantee)**

**Notes to the financial statements
For the year ended 31 March 2022**

16 Related party transactions

Mark Heaton (ACIE Trustee from 22 October 2019) is a director of the accountancy practice, KM Business Solutions Limited.

For the year ended 31 March 2022, fees totalling £299 were payable by ACIE to KM Business Solutions Limited, for payroll service (£276) and compliance charges (£22).

For the year ended 31 March 2021, fees totalling £324 were payable by ACIE to KM Business Solutions Limited, for payroll service (£270) and compliance charges (£54).

All individuals who were Trustees for all or part of the two years paid the same amounts as other members for their membership subscriptions, professional indemnity insurance, conference fees, course and webinar fees, and the Independent Examiner Workbook for Members.

Other than those reported in Note 10 and in this Note, there were no related party transactions in either year that require disclosure.

**17 Statement of financial activities (incorporating income and expenditure account)
For the year ended 31 March 2021**

		Unrestricted Funds 2021 Restated	Restricted funds 2021	Total funds 2021 Restated	Total funds 2020
	Note	£	£	£	£
Income from:					
Donations and legacies	4	-	671	671	946
Charitable activities	5	54,428	-	54,428	77,927
Bank interest		43	-	43	178
Total income		54,471	671	55,142	79,051
Expenditure on charitable activities:					
Direct costs	6	10,541	-	10,541	26,742
Support costs	7	25,032	-	25,032	35,536
Total expenditure		35,573		35,573	62,278
Net income		18,898	671	19,569	16,773
Transfers between funds	15	1,099	(1,099)	-	-
Net movement in funds		19,997	(428)	19,569	16,773
Reconciliation of funds:					
Total funds brought forward	15	50,738	564	51,302	34,529
Total funds carried forward	15	70,735	136	70,871	51,302

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ASSOCIATION OF CHARITY INDEPENDENT EXAMINERS

England & Wales - Charity number 1139609

Accounts

Registered company number: 07461134

Charity registered numbers: 1139609 (England and Wales) and SC039066 (Scotland)

Association of Charity Independent Examiners

(A company limited by guarantee)

Unaudited

Trustees' report and financial statements

For the year ended 31 March 2021

**Association of Charity Independent Examiners
(A company limited by guarantee)**

**Trustees' report and financial statements
For the year ended 31 March 2021**

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**Association of Charity Independent Examiners
(A company limited by guarantee)**

**Reference and administrative details of the Charity, its Trustees and advisers
For the year ended 31 March 2021**

Trustees	Kerry Clayton Tony Clarke Alison Cook Mark Heaton* Susan Robinson* Lee Stevenson* Frances Taylor* (from 1 July 2020) Anthony Vincent* (from 13 July 2021) Maroof Adeoye* (to 30 June 2020) Ian Barrett* (to 30 June 2020) Shaun Birch (to 30 June 2020) Eileen Houghton* (to 30 June 2020) Thomas Ojo (to 4 May 2021) *Denotes ACIE Full Member
Company registered number	07461134
Charity registered numbers	1139609 (England and Wales) and SC039066 (Scotland)
Registered office	1st Floor, Block C The Wharf Manchester Road Burnley BB11 1JG
Principal address	19 Windsor Place Edinburgh EH15 2AJ
Bankers	Unity Trust Bank PLC 9 Brindleyplace Birmingham B1 2HB
Independent examiner	Peter Taaffe FCA CTA DChA BWM Chartered Accountants Suite 5.1 12 Tithebarn Street Liverpool L2 2DT

Association of Charity Independent Examiners (A company limited by guarantee)

Trustees' report For the year ended 31 March 2021

The Trustees, who are the directors of Association of Charity Independent Examiners ("ACIE") for the purposes of company law, are pleased to present their report and the financial statements (together with the Independent Examiner's report thereon) of ACIE for the year ended 31 March 2021.

Structure, Governance and Management

ACIE is a charitable company limited by guarantee which was incorporated on and governed by its Articles of Association dated 6 December 2010. Each member of the company is required to contribute an amount not exceeding £1, should the company be wound up while he/she is a member, or within one year after he/she ceases to be a member. The Directors are the members of the company.

The Articles are supported by Regulations for Subscribing Members, which were last updated in February 2012.

ACIE is registered with the Charity Commission for England and Wales and the Office of the Scottish Charity Regulator.

Purpose

ACIE is an association of people who carry out Independent Examination ("IE"), providing support and information to its members, charities and other interested parties. The purpose of ACIE is to promote best practice in IE.

Objectives

The objects of ACIE are to promote greater effectiveness of charities in the United Kingdom in the achievement of their charitable objects by:

- providing advice, support, and training to any person acting or wishing to act as an Independent Examiner of charity accounts;
- promoting and maintaining high standards of practice and professional conduct by its members; and
- providing charity trustees with information in connection with the selection and appointment of Independent Examiners.

Activities

Activities during the year included:

- an enquiry service for members, non-members and charities seeking an Independent Examiner;
- training courses and conferences;
- publishing newsletters for members and providing topical communications by email;
- the professional qualification of Full Membership, designated by ACIE (ACIE Associate) or FCIE (ACIE Fellow); and
- collaboration with other bodies where this furthers ACIE's objects.

Public Benefit

The Trustees have considered ACIE's activities and achievements for 2020/2021 and its plans for 2021/2022, against the Public Benefit Guidance issued by the Charity Commission. They agreed that the public who benefit from ACIE's work are those who are beneficiaries of the numerous small charities that are helped either directly by ACIE's information service, or where ACIE members act as Independent Examiners.

The Trustees are satisfied that this report on ACIE's activities in 2020/2021 and its plans for the future, demonstrate that, in fulfilling its objects, the charities which ACIE assists should experience on-going or improved efficiency and confidence in their financial management allowing them to spend more time, money and energy on their own beneficiaries.

**Association of Charity Independent Examiners
(A company limited by guarantee)**

**Trustees' report (continued)
For the year ended 31 March 2021**

ACIE is committed to those who carry out IE as volunteers (VIEs), including running a Voluntary Fund to allow it to offer subsidised membership subscriptions. ACIE is very grateful to the members and others who support the fund financially, although the demand on it continues to be greater than the funds raised.

Achievements and Performance 2020/21

Our report for 2019/20 referred to a challenging but productive year, and the challenges faced have continued at a pace into 2020/21. The lock-down regulations forced by the Covid-19 pandemic prevented all face-to-face events being held during this year, including the need to cancel our two annual conferences. However, we were able to organise a number of online events to continue providing support to our members, which have been well received. The Trustees' grateful thanks go to our Development Manager, Farah Mendlesohn, and to our speakers for enabling this to happen. There were some early technical and logistical issues, but we were soon able to overcome these as we gained more experience. The current environment has advanced many organisations use of digital and we are no exception. We are always learning.

We continued to respond to member's queries and issued four newsletters. We continued to receive requests from charities seeking Independent Examiners. A number of small charities required an IE for the first time as a result of the Covid-19 grants that they received.

Members

We congratulate those Affiliate Members who successfully applied to become Full Members during 2020/21. Success is dependent on Affiliate Members being able to demonstrate that they have the requisite ability and practical experience in examining and/or preparing charities' financial statements, and results in their being able to use the designated letters of ACIE or FCIE to evidence their level of expertise in the field of IE.

We welcome our new Affiliate Members who joined during 2020/21. Unfortunately, we said goodbye to some members, including those who have decided to retire from performing IEs, and we wish them all the best for the future.

As part of a review of GDPR, all members were region coded. This revealed the need to increase our presence and reach charities and Independent Examiners in Wales, Northern Scotland and the Midlands and will be used to improve the location and targeting of our training.

Improving the standard of Independent Examination

ACIE promotes and maintains high standards of practice in part through progression to Full Membership. While a small number of Full Membership applications were approved during 2020/21, the total number of Full Members decreased primarily due to the number of retirements. ACIE intended to run a short course to support applications to Full Membership in March 2020, but this was cancelled due to Covid-19. It was replaced with an experimental mentorship scheme. Six Fellows and six Affiliate Members have been matched and we thank our Fellows who are taking part.

Members' Helpline: ACIE continued to provide a free advice and support service, supported in part by a highly regarded external charity consultant. ACIE provided detailed written responses to over one hundred members in the year, in addition to using the queries provided as cases studies for members in the newsletter.

**Association of Charity Independent Examiners
(A company limited by guarantee)**

**Trustees' report (continued)
For the year ended 31 March 2021**

Continuing Professional Development

All face-to-face events were cancelled due to Covid-19. However, these will be reinstated as soon as it is safe to do so, and in the meantime short on-line training modules were added to the members' area of ACIE's website, and best practice sessions were delivered by Zoom. 25% of the membership have taken at least one course (9.8% took more than one).

Our best practice training is designed to give Independent Examiners, whatever their experience, confidence in their abilities and takes attendees through the IE regime, considerations when taking on new clients, planning examination work, carrying out fieldwork and producing statutory and discretionary reports to the Regulator.

Continuing Professional Development ("CPD") declarations were rolled out to all Full Members as a requirement of their membership. Their returns provide evidence that our Full Members are active in seeking out CPD opportunities and also that the activities of ACIE are key to this.

Member Networking

Keeping members up to date: We published 4 newsletters and a number of bulletins, with key changes in charity finance regulation, and information on provided by government and advisory agencies on dealing with the impact of Covid-19. In addition, we advertised both our own and collaborators' events.

Working with Partner Organisations

We continued to engage with Honorary Treasurers, Association of Church Accountants and Treasurers and Charity Finance Group and plans will be made to engage in partake in outreach activity with all three.

The updated Independent Examiner workbook launched last year continued to make sales and has become a valuable tool for many Independent Examiners.

Charities SORP Committee

Tony Clarke (ACIE Trustee) was appointed to the Charities Statement of Recommended Practice (SORP) Committee in January 2020 to represent smaller charities in the sector.

Governance and Internal Policies and Procedures

ACIE continued to review its policies and procedures, the latest versions of which are available to members on our website. A project is planned to review key documents to be translated into Welsh and also stored on our website.

Challenges 2021/2022

This is a challenging time as we individually look at new ways of working with our clients, and respective clients have their own difficulties. ACIE is also looking at different ways of engaging with members and providing new methods of training. We will continue to look at this using digital formats, where more suitable. Training remains high on our agenda to raise the profile of our members against a background of Regulators reviewing the quality of financial statements submitted to them. We have decided that ACIE's two annual conferences in 2021/22 will be held online to ensure that members are kept both informed and safe, as the UK comes out of the Covid-19 restrictions.

**Association of Charity Independent Examiners
(A company limited by guarantee)**

**Trustees' report (continued)
For the year ended 31 March 2021**

What we do well:

- being mindful of changes affecting the third sector and how to continue providing our members with the information, support and advice they need, including low-cost Professional Indemnity Insurance;
- striving to proactively promote the importance of Independent Examination to trustees and treasurers;
- responding to training needs of members and non-members, including methods of provision;
- working in partnership with other organisations to promote best practice in Independent Examination; and
- engaging trustees to be committed and active members of the Board

Areas for improvement:

- increasing the numbers of people joining ACIE - in particular, under-represented demographics;
- adding value to our membership packages and raising awareness of the various benefits on offer;
- providing members with access to training and tools to help with their examinations in all parts of the UK;
- encouraging more Affiliate Members to apply for Full Membership, ensuring that the system is transparent and effective, and applications are processed efficiently;
- reflecting on the needs of the organisation and the roles and responsibilities of ACIE Trustees, ACIE staff and the individuals who provide office and administrative support;
- continuing to encourage Full Members to maintain their CPD and to complete their CPD declarations; and
- expanding regional engagement.

Trustees

The Board consists of up to nine Trustees, elected by ACIE's Subscribing Members, to serve for a period not exceeding three years, and up to three Trustees co-opted by the elected Trustees to serve until the following 30 June.

Eligibility:

- Elected Trustees must be Subscribing Members of ACIE. Co-opted Trustees may, but are not required to, be Subscribing Members of ACIE.
- The majority of the Trustees must be ACIE Full Members.
- Retiring Trustees are eligible for re-election or may be co-opted again, provided that no Trustee may serve for more than nine consecutive years.

The names of the Trustees who have served since 1 April 2020 are shown on page 1 above.

Organisational structure

The Trustees normally meet three times per year to consider the business of ACIE. In 2019/20, these meetings were held in London. As a result of the pandemic, a larger number of shorter-length meetings were held virtually during 2020/21. This enabled ACIE business to be carried out as effectively as possible despite the required and immediate need for changes in practice.

Trustees also participated in the following committees that met regularly as required. Terms of Reference were reviewed during the year and agreed by each Chair:

- Governance and Finance Committee
- Membership Committee
- Training Committee
- Advisory Committees for Scotland and Northern Ireland

**Association of Charity Independent Examiners
(A company limited by guarantee)**

**Trustees' report (continued)
For the year ended 31 March 2021**

Financial Review

ACIE's total income receivable for 2020/21 was £55,142 (2019/20: £51,302). A total of £35,573 (2019/20: £62,278) was expended on ACIE's activities, which resulted in a net increase in funds of £19,569 (2019/20: £16,773).

ACIE's income is primarily derived from membership subscriptions, which fell to £32,741, from £36,570 received the previous year. ACIE's activities include the provision of annual conferences and delivering training. However, the conferences had to be cancelled in 2020/21. There was an increase in the amounts received from members for professional indemnity insurance (£7,950 compared with £5,895 for the previous year). We delivered a number of online training courses to members and non-members during 2020/21, which generated income of £10,291, compared with £16,732 for the previous year.

Expenditure on ACIE's activities was also reflected by Covid 19, directly as a result of not holding in person events or meetings. Charitable expenditure fell to £35,573 from £62,278 spent the previous year.

ACIE's funds at 31 March 2020 totalled £70,871 (2020: £51,302). During the coming months, a key focus of the Trustees will be identifying and implementing additional ways of supporting members as safely and effectively as possible. The Trustees are encouraged by the level of funds being carried into 2021/22 which will enable them to do this.

ACIE maintains a Bursary Fund restricted fund, which is made up of donations kindly made by members. This restricted fund subsidises those members who are Voluntary Independent Examiners ("VIEs") and pay their membership subscriptions at a lower level than other members. Donations to the Bursary Fund totalling £1,099 were utilised during 2020/21 (2019/21: £640).

Reserves Policy

The Trustees' reserves policy is to maintain a minimum of six months' running costs (currently about £20,000) to ensure sufficient working capital is available to meet expected expenditure and liabilities in the event of a fall in income. At 31 March 2021, the balance on the General Fund was £65,879 (all held in liquid funds), which means that there were excess free reserves of £45,879 at that date.

Risk Management

The Trustees continued to assess and address the risks faced by ACIE, and undertook a review of its disaster recovery plan during the year. The major challenges are having only one part-time employee, how to maintain and grow the numbers of Full Members, and how to ensure that Full Members adopt and maintain high standards of practice.

Accounting and Reporting Responsibilities

The Trustees 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).

**Association of Charity Independent Examiners
(A company limited by guarantee)**

**Trustees' report (continued)
For the year ended 31 March 2021**

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 ACIE's state of affairs and of its income 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 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland' (FRS 102) ("the Charities SORP");
- make judgements 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; and
- prepare the financial statements on the going concern basis, unless it is inappropriate to presume that ACIE will continue in business.

The Trustees are responsible for:

- keeping adequate accounting records which:
 - are sufficient to show and explain ACIE's transactions and disclose with reasonable accuracy at any time the financial position of ACIE; and
 - enable them (the Trustees) to ensure that the financial statements comply with the Companies Act 2006; and
- safeguarding ACIE's assets and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approval

This report, which was prepared in accordance with the provisions within Part 15 of the Companies Act 2006 relating to small companies, was approved by the Trustees on 16 December 2021 and signed on their behalf by:



Mark Heaton
Trustee

**Association of Charity Independent Examiners
(A company limited by guarantee)**

**Independent examiner's report
For the year ended 31 March 2021**

Independent examiner's report to the Trustees of Association of Charity Independent Examiners

I report to the Trustees on my examination of the financial statements of Association of Charity Independent Examiners (the Charity) for the year ended 31 March 2021.

This report is made solely to the Charity's Trustees, as a body, in accordance with Section 145 of the Charities Act 2011. My examination has been undertaken so that I might state to the Charity'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 Charity and the Charity's Trustees as a body, for my examination, for this report, or for the opinions I have formed.

Responsibilities and basis of report

As the Trustees of the Charity (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 Charities and Trustee Investment (Scotland) Act 2005 ('the 2005 Act'), the Charities Accounts (Scotland) Regulations 2006 (as amended), and the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the financial statements of the Charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the Charity's financial statements carried out under section 44(1)(c) of the 2005 Act and section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the requirements of Regulation 11 of the Charities Accounts (Scotland) Regulations 2006 (as amended) and all the applicable directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the Company is required by company law to prepare its accounts on an accruals basis and is registered as a charity in Scotland your examiner must be a member of a body listed in Regulation 11(2) of the Charities Accounts (Scotland) Regulations 2006 (as amended). I can 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 that in any material respect:

1. accounting records were not kept in respect of the Charity as required by section 386 of the 2006 Act and Regulation 4 of the 2006 Accounts Regulations; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the accounting requirements of Regulation 8 of the Charities Accounts (Scotland) Regulations 2006 (as amended) and 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 financial statements 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.



Signed:

Dated: 20 December 2021

Peter Taaffe FCA CTA DChA
BWM Chartered Accountants
Suite 5.1
12 Tithebarn Street
Liverpool
L2 2DT

**Association of Charity Independent Examiners
(A company limited by guarantee)**

**Statement of financial activities (incorporating income and expenditure account)
For the year ended 31 March 2021**

	Note	Unrestricted Funds 2021	Restricted funds 2021	Total funds 2021	Total funds 2020
		£	£	£	£
Income from:					
Donations and legacies	4	-	671	671	946
Charitable activities	5	54,428	-	54,428	77,927
Bank interest		43	-	43	178
Total income		54,471	671	55,142	79,051
Expenditure on charitable activities:					
Direct costs	6	10,685	-	10,685	26,742
Support costs	7	24,888	-	24,888	35,536
Total expenditure		35,573		35,573	62,278
Net income		18,898	671	19,569	16,773
Transfers between funds	14	1,099	(1,099)	-	-
Net movement in funds		19,997	(428)	19,569	16,773
Reconciliation of funds:					
Total funds brought forward	14	50,738	564	51,302	34,529
Total funds carried forward	14	70,735	136	70,871	51,302

This statement of financial activities includes all gains and losses recognised in the year and complies with the requirements for the income and expenditure account under the Companies Act 2006.

All income and expenditure derive from continuing activities.

Comparative figures for the previous year by fund type are shown in Note 17.

The notes on pages 11 to 19 form an integral part of these financial statements.

**Association of Charity Independent Examiners
(A company limited by guarantee)**

**Balance sheet
As 31 March 2021**

	Note	Total funds 2021 £	Total funds 2020 £
Current assets:			
Debtors	11	5,882	8,187
Cash at bank and in hand		<u>75,837</u>	<u>53,438</u>
		81,719	61,625
Creditors: Amounts falling due within one year	12	<u>(10,848)</u>	<u>(10,323)</u>
Total net assets	15	<u>70,871</u>	<u>51,302</u>
The funds of the charity:			
Restricted fund - Bursary Fund	14	<u>136</u>	<u>564</u>
Unrestricted funds:			
Designated Fund - Development Fund	14	4,856	5,000
General Fund	14	<u>65,879</u>	<u>45,738</u>
Total unrestricted funds		<u>70,735</u>	<u>50,738</u>
Total funds		<u>70,871</u>	<u>51,302</u>

The Trustees (who are also the Directors of ACIE for the purposes of company law) confirm that, for the year ended 31 March 2021:

- ACIE was entitled to exemption from audit under section 477 of the Companies Act 2006 ("the Act"), and
- members have not required ACIE to obtain an audit of its financial statements in accordance with section 476 of the Act. However, in accordance with section 145 of the Charities Act 2011 and section 44 of the Charities and Trustee Investment (Scotland) Act 2005, the financial statements have been examined by an Independent Examiner, whose report appears on page 8.

The Trustees acknowledge their responsibilities for ensuring that ACIE keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of ACIE's state of affairs as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the Company.

The notes on pages 11 to 19 form an integral part of these financial statements.

These financial statements, which have been prepared in accordance with the provisions in Act relating to small companies, were approved by the Trustees on 16 December 2021 and signed on their behalf by:



Mark Heaton
Trustee

**Association of Charity Independent Examiners
(A company limited by guarantee)**

**Notes to the financial statements
For the year ended 31 March 2021**

1 General information

Association of Charity Independent Examiners ("ACIE") is a charitable company governed by its Articles of Association, dated 6 December 2010, and registered in England and Wales. Its registered address is 1st Floor, Block C, The Wharf, Manchester Road, Burnley BB11 1JG; and its principal address is 19 Windsor Place, Edinburgh EH15 2AJ.

ACIE is registered as a charity in England and Wales (registered number 1139609) and Scotland (registered number 07461134).

2 Accounting policies

2.1 Basis of preparation of financial statements

The financial statements are prepared on an accruals basis, and on a going concern basis (Note 2.2), in accordance with:

- Part 15 (Accounts and reports) of the Companies Act 2006 [which applies to companies incorporated in the UK];
- section 8 (Statement of account - Fully accrued accounts) of The Charities Accounts (Scotland) Regulations 2006 [which applies to charities registered in Scotland];
- 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)' ("the Charities SORP");
- UK Generally Accepted Accounting Practice; and
- the historical cost convention.

The financial statements are presented in UK sterling, which is ACIE's functional currency, and rounded to the nearest pound.

There have been no changes to the basis of preparation this year or to the previous year's financial statements.

ACIE does not constitute a "larger charity" for the purposes of the Charities SORP, and has opted not to include a statement of cash flows in these financial statements.

2.2 Going concern

The Trustees assess whether the use of going concern is appropriate - ie whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of ACIE to continue as a going concern.

The Trustees make this assessment in respect of at least one year from the date they approve the financial statements and, although it is difficult to evaluate with any certainty the impact of the Covid-19 pandemic on ACIE's future activities, have concluded that:

- ACIE has adequate resources and reserves to enable it to continue in operational existence for the foreseeable future;
- there are no material uncertainties about ACIE's ability to continue as a going concern; and
- it remains appropriate to adopt the going concern basis of accounting in preparing these financial statements.

**Association of Charity Independent Examiners
(A company limited by guarantee)**

**Notes to the financial statements
For the year ended 31 March 2021**

2 Accounting policies (continued)

2.3 Fund accounting

Any donation or grant received by ACIE that the donor requires to be used for a specified purpose is treated as 'restricted' income and credited to the appropriate 'restricted fund'. Any costs incurred in raising or administering such funds are charged against the relevant restricted fund.

All other donations and grants received by ACIE are treated as 'unrestricted' income and credited to the General Fund, which is an 'unrestricted fund'.

Designated funds are unrestricted funds that the Trustees have set aside for particular purposes.

2.4 Income

All income is recognised once ACIE 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 from subscriptions is recognised over the 12-month period of the membership to which they relate. Any portion of a member's subscription that relates to a period after 31 December is accounted for as deferred income in the balance sheet.

2.5 Interest receivable

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

2.6 Expenditure

Expenditure is recognised on an accruals basis; as soon as a legal or constructive obligation has arisen that commits ACIE to transfer economic benefit (usually in the form of money) to a third party in settlement, and the amount of the obligation can be measured or estimated reliably.

A legal obligation arises when ACIE enters into a binding contract or there is a statutory requirement for ACIE to make a payment. When ACIE enters into a contract for the supply of goods or services, expenditure is recognised once the supplier of the goods or services has performed its part of the contract.

A constructive obligation arises when ACIE indicates to other parties that it accepts particular responsibilities and thereby creates a valid expectation on their part that ACIE will meet them.

Expenditure on charitable activities comprises expenditure that is incurred when undertaking the activities which further ACIE's objectives, as well as any associated support costs.

Governance costs comprise all costs involving the public accountability of ACIE and its compliance with regulation and good practice, including the costs of preparing and examining the financial statements, the cost of trustee meetings and the cost of any legal advice to trustees on governance or constitutional matters.

2.7 Taxation

ACIE is not liable to corporation tax, capital gains tax or income tax on its charitable activities. Irrecoverable VAT is included in the asset cost or the expense to which it relates.

**Association of Charity Independent Examiners
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**Notes to the financial statements
For the year ended 31 March 2021**

2 Accounting policies (continued)

2.8 Tangible assets

Tangible assets are capitalised if they can be used for more than one year and cost at least £1,000. They are valued at cost or, if gifted, at their value on receipt.

ACIE does not currently have any capitalised tangible assets.

2.9 Cash at bank and in hand

Cash at bank and in hand comprises 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.

2.10 Financial instruments

ACIE has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in ACIE's balance sheet when ACIE becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when ACIE's contractual obligations expire or are discharged or cancelled.

**Association of Charity Independent Examiners
(A company limited by guarantee)**

**Notes to the financial statements
For the year ended 31 March 2021**

3 Critical accounting estimates and areas of judgement

In the application of ACIE's accounting policies, the Trustees are required to make judgments, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of revision and future periods where the revision affects both current and future periods.

4 Income from donations and legacies

	Restricted fund - Bursary Fund 2021 £	Restricted fund - Bursary Fund 2020 £
Donations to Bursary Fund	535	640
Gift Aid claimed on donations to Bursary Fund	136	306
	671	946

5 Income from charitable activities

	Unrestricted fund - General Fund 2021 £	Unrestricted fund - General Fund 2020 £
Membership subscriptions	32,741	36,570
Fees - Training courses and webinars	10,291	16,732
Professional indemnity insurance fees from members	7,950	5,895
Sales of 'Independent Examiner Workbook for Members'	2,996	5,277
Fees - Membership applications	450	270
Fees - Conferences	-	13,183
	54,428	77,927

6 Expenditure on charitable activities - Direct costs

	Unrestricted fund - General Fund 2021 £	Unrestricted fund - General Fund 2020 £
Training courses	5,692	11,292
Professional Indemnity Insurance for members	4,153	4,153
Bank processing costs	840	1,311
Conferences	-	9,986
	10,685	26,742

**Association of Charity Independent Examiners
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**Notes to the financial statements
For the year ended 31 March 2021**

7 Expenditure on charitable activities - Support costs

	Total funds 2021	Total funds 2020
	£	£
Staff costs (Note 8)	14,435	16,309
Office and administrative support	4,205	5,243
Website and email	1,861	1,716
Governance costs (Note 9)	1,808	3,516
Office rent, rates and insurance	887	850
Subscriptions	707	326
Telephone and internet	474	437
Payroll service	270	258
Sundries	144	149
Recruitment and training	97	911
Advertising and publicity	-	2,863
Travel	-	1,992
Computer equipment	-	713
Postage and stationery	-	253
	24,888	35,536

£Nil of the computer equipment cost (2020: £500) was from restricted funds. All other expenditure for both years was from unrestricted funds.

8 Expenditure on charitable activities - Support costs - Staff costs

	Unrestricted fund - General Fund 2021	Unrestricted fund - General Fund 2020
	£	£
Wages and salaries	14,435	16,123
Pension costs	-	186
	14,435	16,309

The average number of persons employed by ACIE during the year was as follows:

	2021 Number	2020 Number
Development	1	1

No employee received remuneration amounting to more than £60,000 in either year.

9 Expenditure on charitable activities - Support costs - Governance costs

	Unrestricted fund - General Fund 2021	Unrestricted fund - General Fund 2020
	£	£
Independent examiner's fee	1,440	1,020
Trustee training	194	-
Legal advice	120	120
Compliance charges	54	48
Trustees' expenses (Note 10)	-	2,328
	1,808	3,516

**Association of Charity Independent Examiners
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**Notes to the financial statements
For the year ended 31 March 2021**

10 Trustees' remuneration and expenses

Neither Trustees nor any persons connected with them received any remuneration or other benefits for either year.

For the year ended 31 March 2021, none of the Trustees was reimbursed for any expenses incurred in fulfilling their Trustee duties.

For the year ended 31 March 2020, a total of £2,328 was reimbursed to eight Trustees for travel expenses incurred in fulfilling their Trustee duties, and £1,493 was reimbursed to one Trustee for website expenses incurred in fulfilling their Trustee duty.

The Trustees are ACIE'S key management.

11 Debtors

	2021	2020
	£	£
Prepayments	5,676	7,023
Gift aid recoverable	136	564
Other debtors	70	600
	<u>5,882</u>	<u>8,187</u>

12 Creditors: Amounts falling due within one year

	2021	2020
	£	£
Deferred income	8,949	5,460
Accruals	1,200	1,020
Provisions for refunds payable	612	3,600
PAYE & NI contributions	87	243
	<u>10,848</u>	<u>10,323</u>

13 Financial instruments

	2021	2020
	£	£
Financial assets		
Financial assets measured at fair value through income and expenditure:		
Cash at bank and in hand	75,837	53,438
Gift aid recoverable	136	564
Other debtors	70	600
	<u>76,043</u>	<u>54,602</u>
	2021	2020
	£	£
Financial liabilities		
Financial liabilities measured at fair value through income and expenditure:		
Accruals	(1,200)	(1,020)
Provisions for refunds payable	(612)	(3,600)
	<u>(1,812)</u>	<u>(4,620)</u>

Other financial liabilities measured at fair value through income and expenditure comprise creditors.

**Association of Charity Independent Examiners
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**Notes to the financial statements
For the year ended 31 March 2021**

14 Statement of funds

Year ended 31 March 2021

	Balance at beginning of year £	Income £	Expenditure £	Transfers in/out £	Balance at end of year £
Unrestricted funds					
Designated fund - Development Fund	5,000	-	(144)	-	4,856
General Fund	45,738	54,471	(35,429)	1,099	65,879
Total unrestricted funds	50,738	54,471	(35,573)	1,099	70,735
Restricted fund					
Bursary Fund	564	671	-	(1,099)	136
Total funds	51,302	55,142	(35,573)	-	70,871

Year ended 31 March 2020

	Balance at beginning of year £	Income £	Expenditure £	Transfers in/out £	Balance at end of year £
Unrestricted funds					
Designated fund - Development Fund	-	-	-	5,000	5,000
General Fund	33,771	78,105	(61,778)	(4,360)	45,738
Total unrestricted funds	33,771	78,105	(61,778)	640	50,738
Restricted funds					
Bursary Fund	258	946	-	(640)	564
Computer Fund	500	-	(500)	-	-
Total restricted funds	758	946	(500)	(640)	564
Total funds	34,529	79,051	(62,278)	-	51,302

Designated fund - Development Fund

The Trustees resolved to designate £5,000 of the General Fund to be spent on development and training for the members. As a result of the pandemic, progress on this was limited, but the Trustees remain committed to utilising these funds for these purposes.

Restricted fund - Bursary Fund

The Bursary Fund is provided by donations from members, and used to subsidise those members who are Voluntary Independent Examiners ("VIEs") and pay their membership subscriptions at a lower level than other members.

During the year, £1,099 (2020: £640) was transferred from the Bursary Fund to the General Fund. The balance on the Bursary Fund at the financial year-end is represented by the amount of Gift Aid recoverable at that date on the donations received for the Bursary Fund.

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**Notes to the financial statements
For the year ended 31 March 2021**

15 Analysis of net assets between funds

31 March 2021

	Unrestricted funds	Restricted funds	Total funds
	£	£	£
Current assets	81,583	136	81,719
Creditors: Amounts falling due within one year	(10,848)	-	(10,848)
Total	70,735	136	70,871

31 March 2020

	Unrestricted funds	Restricted funds	Total funds
	£	£	£
Current assets	61,061	564	61,625
Creditors: Amounts falling due within one year	(10,323)	-	(10,323)
Total	50,738	564	51,302

16 Related party transactions

Since 1 April 2019, Mark Heaton (ACIE Trustee from 22 October 2019) has been Managing Director of the accountancy practice, KM Business Solutions Limited.

For the year ended 31 March 2021, fees totalling £324 were payable by ACIE to KM Business Solutions Limited, for payroll service (£270) and compliance charges (£54).

For the period from 22 October 2019 to 31 March 2020, fees totalling £48 were payable by ACIE to KM Business Solutions Limited for compliance charges.

All individuals who were Trustees for all or part of the two years paid the same amounts as other members for their membership subscriptions, conference fees, course fees and the Independent Examiner Workbook for Members.

Other than those reported in Note 10 and in this Note, there were no related party transactions in either year that require disclosure.

**Association of Charity Independent Examiners
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**Notes to the financial statements
For the year ended 31 March 2021**

**17 Statement of financial activities (incorporating income and expenditure account)
For the year ended 31 March 2020**

	Unrestricted Funds 2020	Restricted funds 2020	Total funds 2020	Total funds 2019
Note	£	£	£	£
Income from:				
Donations and legacies	4	-	946	1,558
Charitable activities	5	77,927	-	61,076
Bank interest		178	-	132
Total income		78,105	946	62,766
Expenditure on charitable activities:				
Direct costs	6	26,742	-	16,880
Support costs	7	35,036	500	40,580
Total expenditure		61,778	500	57,460
Net income		16,327	446	5,306
Transfers between funds	14	640	(640)	-
Net movement in funds		16,967	(194)	5,306
Reconciliation of funds:				
Total funds brought forward	14	33,771	758	29,223
Total funds carried forward	14	50,738	564	34,529