

BRITISH SOCIETY OF UROGYNÆCOLOGY
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

BRITISH SOCIETY OF UROGYNAECOLOGY

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Swati Jha, Chair Karen Ward, Vice Chair Christian Phillips, Treasurer Ashish Pradhan, Honorary Secretary Dudley Robinson, Trustee Gans Thiagamoorthy, Trustee Andrew Hextall, Trustee Azar Khunda, Trustee Karen Guerrero, Trustee Pallavi Latthe, Trustee	(Appointed 13 November 2020)
Charity number	1143157	
Principal address	Royal College of Obstetricians and Gynaecologists 10-18 Union Street London SE1 1SZ	
Independent examiner	West & Berry Limited Mocatta House Trafalgar Place Brighton BN1 4DU	

BRITISH SOCIETY OF UROGYNAECOLOGY

CONTENTS

	Page
Trustees' report	1 - 4
Statement of trustees' responsibilities	5
Independent examiner's report	6
Statement of financial activities	7
Balance sheet	8
Notes to the financial statements	9 - 14

BRITISH SOCIETY OF UROGYNAECOLOGY

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2021

The trustees present their report and financial statements for the year ended 31 March 2021.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

Objectives and activities

The principle objective of the Charity is to encourage the study and management of female pelvic floor dysfunction, urinary incontinence, pelvic organ prolapse and faecal incontinence, setting and raising standards of training in urogynaecology, and providing a network of support through discussion, study and communication. Additionally BSUG aims to aid an effective network of care for Urogynaecology patients throughout the UK and Republic of Ireland.

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit and in particular to its supplementary guidance on the advancement of education and health.

Activities for achieving objectives

The main activities undertaken to achieve the charity's objectives are the organisation of courses and training classes on the advancement of Urogynaecology: There is a 2 day Annual Scientific Meeting in London in the autumn, during which the AGM is held. In addition BSUG hosts an annual Urodynamic meeting in accordance with the training requirements of those undertaking an Advanced Training Skills Module and for those needing an update for accreditation/revalidation. This meeting is usually held in London. The charity also arranges regular clinical meetings on childbirth and perineal trauma. Additional meetings are organised as required and collaborative meetings with other clinical Societies/Charities are organised on alternate years. The charity also provides BSUG sessions at a number of prestigious national and international meetings each year, such as the RCOG Annual Professional Development conferences in London, the North of England and the World Congress of Obstetrics and Gynaecology. The charity also supports a number of regional and local meetings (road shows) with speakers and expenses support.

Due to the COVID-19 pandemic the 2020 ASM, which was due to be held in London, proceeded as a virtual meeting. The Understanding Urodynamics course and Surgical Masterclass were cancelled in 2020 and held virtually in 2021. The annual scientific meeting in November 2021 will also be a virtual meeting with the virtual AGM. We intend to hold the laparoscopic urogynaecology course and urodynamics course face to face next year and will be merging the obstetric perineal trauma and sexual dysfunction courses due to reduced number of attendees and overlap in the topics. The society has decided to award reduced research grants this year of £5,000 due to reduced income from meetings and the COVID pandemic. This will be reviewed next year. The expenditure on grants in the accounts includes payment of grants awarded in prior years that were not paid out earlier due to the pandemic restricting research.

Review of activities

Despite the global pandemic, this has been a good year for the Charity, with membership similar to last year. The Charitable aims of BSUG continue to be reflected in the significant developments of the past year as follows:

BRITISH SOCIETY OF UROGYNAECOLOGY

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

Achievements and performance

- The BSUG Database has been available online since 2007 and is hosted on the secure N3 network. More than 200,000 surgical cases have been recorded by more than 115 units. The Database has been recommended for use by both NICE and NHS England in published standards. The Consultant Outcome Project (COP) overseen by HQIP have mandated the Society to use the database to collect performance data on stress incontinence surgery. The first National Report on Continence surgery (2008-2017) was published by the BSUG Audit and Database Committee on 17th October 2018. The possibility of a mandatory surgical registry is being discussed. The Database is the Intellectual Property of BSUG and also used under licence in Australia and New Zealand.
- The BSUG Audit and Database Committee oversees the Database and is supported by an administrator. The committee itself is overseen by the Vice Chairman of BSUG.
- Educational meetings continue to be one the major focus of our society. They are high quality, well attended, get positive feedback and bring in significant resources to the Society. This year meetings have had to be transferred to a virtual format due to the COVID 19 pandemic, as we did at the end of last year.
- An improved new website has been developed and helps fulfil one of our Charitable aims by increasing access for education, communication, advice and support, for members and patients.

Financial review

The Charity's finances are sound, and the annual financial report is attached.

There was a deficit for the year of £4,590 (2020 deficit of £28,599) and unrestricted funds at the 31 March 2021 stood at £298,697 (2020: £303,287). During the year the total income was £110,221 (2020: £101,607), with expenditure at £114,811 (2020: 130,206).

The membership income stream continues to cover the majority of running costs of the charity and the use of the services provided by the RCOG in the year. The close relationship held by the charity with the RCOG has enabled further development, monitoring and implementation of courses in the UK.

The deficits incurred over the last three years reflect the decision taken by the trustees in 2019 to reduce the level of reserves held to about £250,000 (see reserves policy below). This amount is considered sufficient to cover approximately eighteen months to two years running costs, should the need arise.

Going concern

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

Principal funding

The charity receives most of its funding from annual membership fees and conference course income. This income has been used to facilitate the organisation of the courses and cover in the administration costs of the society.

BRITISH SOCIETY OF UROGYNAECOLOGY

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

Reserves

The trustees regularly monitor and review the level of reserves and an annual review of the charity's reserves policy is undertaken. At the year-end, unrestricted reserves stood at £298,697.

The trustees have agreed to a reserves policy of between eighteen months and two years running costs which is approximately £250,000. A decision was taken by the trustees in 2019 to reduce the level of reserves held to this level. This policy is informed by the charity's commitment to protecting the continuity of its services to members and employment of its staff, and also takes into account the organisation's exposure to unpredictable levels of membership fee payments and course fees.

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

Structure, governance and management

The charity is constituted under Trust Deeds dated 29 July 2011.

The trustees who served during the year and up to the date of signature of the financial statements were:

Swati Jha, Chair

Karen Ward, Vice Chair

Christian Phillips, Treasurer

Ashish Pradhan, Honorary Secretary

Dudley Robinson, Trustee

Gans Thiagamoorthy, Trustee

Andrew Hextall, Trustee

Maya Basu, Trustee

(Resigned 13 November 2020)

Azar Khunda, Trustee

Karen Guerrero, Trustee

Pallavi Latthe, Trustee

(Appointed 13 November 2020)

Method of appointment or election of Trustees

The BSUG Committee acts as the management of the charity. All of the elected Committee Chair members of the Committee are automatically trustees of the charity with the exception of the Associate rep. Elections to the BSUG Committee are reviewed on a regular basis. Elected Committee membership is open to all members of the society with fully paid current subscriptions, with candidates for election to the Committee being proposed by two sponsors. Elected Committee members take office at the Committee meeting following the AGM.

Organisational structure and decision making

The main organs of the charity are the BSUG Committee and the Annual General Meeting. The BSUG Committee are responsible for the day to day management of the affairs of the charity. This includes establishing the annual budget and determining the best use of available funds. It shall also determine the renting of premises and other needs suitable for the requirements of the charity. All agendas and minutes of the Committee are sent to the Trustees/Committee members for review. Clinical and administrative subcommittees report directly to the Executive Committee, encouraging grassroots involvement in the charity and assisting succession planning. In 2017 it was decided to increase funding to help with the BSUG database and develop two research grants, each of £10,000, to be awarded to the best two grant applications. Applications were submitted anonymously and reviewed and scored by the BSUG Research & Development committee. The trustees will review the decision to award grants on an annual basis depending on BSUG funds and the strength of grant applications.

BRITISH SOCIETY OF UROGYNAECOLOGY

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

Policies adopted for the induction and training of Trustees

Newly appointed Trustees/Committee members are provided with copies of the charity's Trust Deeds and the previous year's "Trustees Report and Financial Statements". There is an oral induction dealing with the history and objectives of the charity. Newly appointed trustees are inducted into their responsibilities and duties under Charity Commission regulations on the basis of Charity Commission publications. Ongoing trustee development takes place twice a year at each meeting of the main BSUG Committee meetings, at the Annual Scientific Meeting and at the Board of Trustees.

General Committee members

Swati Jha, Chair

Karen Ward, Vice Chair

Ashish Pradhan, Honorary Secretary

Christian Phillips, Treasurer

Karen Guerrero, Training Subcommittee Chair

Azar Khunda, Governance Subcommittee Chair

Dudley Robinson, Research Subcommittee Chair

Maya Basu, Meetings Subcommittee Chair (resigned 13th November 2020)

Pallavi Latthe, Meetings Subcommittee Chair (appointed 13th November 2020)

Gans Thiagamoorthy, IT Subcommittee Chair

Andrew Hextall, Audit Database Subcommittee Chair

Hayser Lucena, Associate rep

The trustees' report was approved by the Board of Trustees.



.....
Christian Phillips, Treasurer

Trustee

Dated: 14.12.21.....

BRITISH SOCIETY OF UROGYNAECOLOGY

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 MARCH 2021

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).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that year.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

BRITISH SOCIETY OF UROGYNAECOLOGY

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF BRITISH SOCIETY OF UROGYNAECOLOGY

I report to the trustees on my examination of the financial statements of British Society Of Urogynaecology (the charity) for the year ended 31 March 2021.

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 Charities Act 2011 (the 2011 Act).

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 all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

Michelle Westbury FCCA
West & Berry Limited

West & Berry Limited

Mocatta House
Trafalgar Place
Brighton
BN1 4DU

14 December 2021
Dated:

BRITISH SOCIETY OF UROGYNAECOLOGY

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2021

	Notes	Unrestricted funds 2021 £	Unrestricted funds 2020 £
<u>Income and endowments from:</u>			
Charitable activities	3	79,411	80,539
Investments	4	125	328
Other income	5	30,685	20,740
Total income		<u>110,221</u>	<u>101,607</u>
<u>Expenditure on:</u>			
Charitable activities	6	<u>114,811</u>	<u>130,206</u>
Net expenditure for the year/ Net movement in funds		(4,590)	(28,599)
Fund balances at 1 April 2020		<u>303,287</u>	<u>331,886</u>
Fund balances at 31 March 2021		<u><u>298,697</u></u>	<u><u>303,287</u></u>

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

All income and expenditure derive from continuing activities.

BRITISH SOCIETY OF UROGYNAECOLOGY

BALANCE SHEET

AS AT 31 MARCH 2021

	Notes	2021 £	£	2020 £	£
Fixed assets					
Intangible assets	9		25,752		25,017
Current assets					
Debtors	10	30,624		20,739	
Cash at bank and in hand		249,209		263,351	
		<u>279,833</u>		<u>284,090</u>	
Creditors: amounts falling due within one year	11	<u>(6,888)</u>		<u>(5,820)</u>	
Net current assets			272,945		278,270
Total assets less current liabilities			<u>298,697</u>		<u>303,287</u>
Income funds					
Unrestricted funds			298,697		303,287
			<u>298,697</u>		<u>303,287</u>

The financial statements were approved by the Trustees on 14.12.21



Christian Phillips, Treasurer
Trustee

BRITISH SOCIETY OF UROGYNAECOLOGY

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

Charity information

British Society Of Urogynaecology is a Charity constituted under Trust deeds dated 29 July 2011.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

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

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements and after considering the ongoing impact of the COVID-19 pandemic, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received. Membership income is recognised on a receipts basis and in line with membership terms and conditions on the charity website.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

BRITISH SOCIETY OF UROGYNAECOLOGY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

(Continued)

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party. Expenditure is classified by activity. The costs of each activity are made up of total direct costs plus shared costs including support costs and governance expenditure. Where the charity undertakes more than one activity shared costs will be apportioned on a basis consistent with the use of resources. All expenditure is inclusive of irrecoverable VAT.

1.6 Intangible fixed assets other than goodwill

The Intangible fixed asset is the amount paid on the acquisition and development of the BSUG Database.

Amortisation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Database	straight line 5 years
----------	-----------------------

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible and intangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.9 Financial instruments

The charity 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 the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

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.

BRITISH SOCIETY OF UROGYNAECOLOGY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

(Continued)

Derecognition of financial liabilities

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

1.10 Employee benefits

The charity has no direct employees.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, 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 the revision and future periods where the revision affects both current and future periods.

3 Charitable activities

	Charitable Income 2021 £	Charitable Income 2020 £
Membership subscriptions received	79,411	80,539

4 Investments

	Unrestricted funds 2021 £	Unrestricted funds 2020 £
Interest receivable	125	328

BRITISH SOCIETY OF UROGYNAECOLOGY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

5 Other income

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
Income from Joint RCOG/ BSUG meetings	27,055	17,140
USGA income	3,600	3,600
Sundry income	30	-
	<u>30,685</u>	<u>20,740</u>

6 Charitable activities

	Education, training & advanceme nt of health	Education, training & advanceme nt of health
	2021	2020
	£	£
Direct costs	30,887	39,492
Amortisation	11,743	13,907
Grants	15,000	10,000
	<u>57,630</u>	<u>63,399</u>
Share of support costs (see note 7)	54,781	64,407
Share of governance costs (see note 7)	2,400	2,400
	<u>114,811</u>	<u>130,206</u>

BRITISH SOCIETY OF UROGYNAECOLOGY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

7 Support costs

	Support costs	Governance costs	2021	Support costs	Governance costs	2020
	£	£	£	£	£	£
Staff costs	38,304	-	38,304	39,416	-	39,416
Rent	2,827	-	2,827	3,909	-	3,909
Executive expenses and travel	282	-	282	4,070	-	4,070
Print, postage and stationery	-	-	-	12	-	12
IT costs	11,075	-	11,075	13,466	-	13,466
Bank charges	702	-	702	664	-	664
Catering	-	-	-	303	-	303
Miscellaneous	1,591	-	1,591	2,567	-	2,567
Accountancy and examiner	-	2,400	2,400	-	2,400	2,400
	<u>54,781</u>	<u>2,400</u>	<u>57,181</u>	<u>64,407</u>	<u>2,400</u>	<u>66,807</u>
Analysed between Charitable activities	<u>54,781</u>	<u>2,400</u>	<u>57,181</u>	<u>64,407</u>	<u>2,400</u>	<u>66,807</u>

Governance costs includes payments to the examiners of £2,400 (2020: £2,400)

8 Trustees

None of the trustees (or any persons connected with them) received any remuneration during the year, and no trustees received any expenses reimbursed in the year (2020- £2,571 was reimbursed to 11 trustees for meeting attendance expenses).

BRITISH SOCIETY OF UROGYNAECOLOGY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

9 Intangible fixed assets

	Database £
Cost	
At 1 April 2020	153,047
Additions - separately acquired	12,479
	<hr/>
At 31 March 2021	165,526
	<hr/>
Amortisation and impairment	
At 1 April 2020	128,031
Amortisation charged for the year	11,743
	<hr/>
At 31 March 2021	139,774
	<hr/>
Carrying amount	
At 31 March 2021	25,752
	<hr/>
At 31 March 2020	25,017
	<hr/>

10 Debtors

	2021 £	2020 £
Amounts falling due within one year:		
Other debtors	30,624	20,739
	<hr/>	<hr/>

11 Creditors: amounts falling due within one year

	2021 £	2020 £
Other creditors	6,888	5,820
	<hr/>	<hr/>

12 Related party transactions

There were no disclosable related party transactions during the year (2020 - none).