

Rubinstein Taybi Syndrome Support Group  
for the year ended 31 December 2023

Company number: 07866190  
Charity number: 1147765

Rubinstein Taybi Syndrome Support Group  
Report of the Trustees and Unaudited Financial Statements  
For the year ended 31 December 2023

Rubinstein Taybi Syndrome Support Group  
for the year ended 31 December 2023

Contents

Report of the Trustees

Independent Examiner's Report to the Trustees

Statement of Financial Activities

Statement of Financial Position

Notes to the Financial Statements

Detailed Statement of Financial Activities

Rubinstein Taybi Syndrome Support Group  
for the year ended 31 December 2023

**TRUSTEES' REPORT**

The Trustees present their report and financial statements of the Company for the year ended 31 December 2023

The financial statements have been prepared in accordance with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities.

**Reference and administrative details**

***Directors and Trustees***

The trustees who are directors for the purpose of Company Law and served during the year and up to the date of the report were:

Trustees who are directors:

Joanna Mullins  
Julian Smith  
Zohra Lakha  
Rosie Ingham  
Abbas Meghjee

**Committee Members**

Joanna Mullins  
Zohra Lakha  
Julian Smith  
Abbas Meghjee  
Rosie Ingham

Rubinstein Taybi Syndrome Support Group  
for the year ended 31 December 2023

The directors had no beneficial interests in the company at any time during the year, since the company is limited by guarantee and has no share capital.

## **Structure, Governance and Management**

### Governing document

Rubinstein-Taybi Syndrome Support Group is a company limited by guarantee governed by its Memorandum and Articles of Association dated 21<sup>st</sup> April 2012.

The Company is governed by a Memorandum of Association under the Companies Acts 1985 and 1989, under which the objectives of the organisation are:

- To provide relief of any person affected by Rubinstein-Taybi Syndrome
- To advance medical research into the cause, cure prevention or relief of such conditions and the publishing of useful research results.

The charity is managed by the trustees who liaise on a regular basis to make decisions.

### Recruitment and Training Policy

The directors are committed to ensuring that their trustees have the life and professional experiences essential to developing the charity's role. To this end, they are constantly alert to the opportunities which their contacts within the community offer to attract new trustees. All trustees are given induction training on their first day or as soon after as is reasonably practicable.

## Risk management

The trustees constantly review the major risks to which the charity is exposed and where appropriate have established procedures to mitigate them.

## Objectives and activities

The objects of the Charity are stated in the Memorandum and Articles of Association as follows:-

- To provide relief of any person affected by Rubinstein-Taybi Syndrome
- To advance medical research into the cause, cure prevention or relief of such conditions and the publishing of useful research results.

## Achievements and Performance

The main focus of the charity is to support families and individuals affected by Rubinstein-Taybi Syndrome.

During the period, the Charity held a large scale in person Summer Event held at Drayton Manor and provided its members and families a day at the theme park.

Attendees heard from expert speakers, took part in topic-based workshops and enjoyed making new contacts and catching up with each other. Further details of the summer party are live on the [RTS website](#). An activity of this type requires significant budget but is acknowledged to be extremely beneficial to the families who attend, in enabling them to access information, talk to experts and to feel part of a community of families who are managing similar day to day challenges as themselves.

At the event, families could benefit by arranging one to one appointment with Dr. Jane Waite, clinical psychologist and lecturer at Aston University to discuss issues with challenging behaviour. The appointments proved so popular that additional sessions were arranged after the conference to enable all families to have time in discussion with Dr. Waite and receive tailored advice about their own situation.

Another major investment has been to initiate new research into mental health in individuals with RTS, by co-funding a PhD with Aston University. A limited amount of research exists about Rubinstein-Taybi Syndrome, being a rare condition, and the charity is pleased to be able to fund this important project which, when concluded will provide medical experts, families and individuals with RTS with Practical advice about enhancing mental well-being and information about what increases or hinders mental well-being in people with RTS through their lives. This is a three-year initiative.

The RTS Family Network was also launched within the period, which offers families the opportunity to join informal conversations at online meetings, sometimes with specialist inputs from experts. Over 95 families have now joined the network, showing high enthusiasm to connect with each other, share their knowledge and to find out information from others.

The committee met approximately every six weeks during the year to discuss the running of the charity, how best to support our member families and to organise future events and initiatives. There were no changes of directorship in 2023.

Communication continued via a bi-monthly email newsletter to all registered individuals on the charity's database and through Facebook. The website continues to be an essential asset for sharing

of information and for newly diagnosed families to find the UK based RTS charity and make contact with us.

## **Financial Review**

### *Principal sources of funding*

The principal sources of funding for the charity are by way of personal and corporate donations and fundraising events held in the charities name.

### *Reserves policy*

The Board of Trustees have established a policy whereby the unrestricted funds not committed held by the Charity should be between 3 and 6 months of the resources expended. At this level the Board of Trustees feel that they would be able to continue the current activities of the charity in the event of a significant drop of funding. It would obviously be necessary to consider how the funding would be replaced or activities changed. Unrestricted funds were maintained at this level throughout the year.

### *Investment policy*

Surplus cash is held in an interest earning deposit account at CAF Bank. Funds. This policy is reviewed regularly.

## **Public Benefit**

We have paid due regard to the guidance given by the Charities Commission on public benefit. We believe the aforementioned objectives, activities and achievements verify that our work is for the benefit of the public.

## **Small Company Exemption**

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

## **By order of the Board**

 Date: 29 Oct. 24  
**Joanna Mullins - Chair**

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Rubinstein Taybi Syndrome Support Group  
for the year ended 31 December 2023

Statement of Financial Activities (including Income and Expenditure Account)

|                                       | Notes | Unrestricted<br>Funds<br>£ | 2022<br>£     |
|---------------------------------------|-------|----------------------------|---------------|
| <b><u>Income &amp; Endowments</u></b> |       |                            |               |
| Donations and legacy                  | 2     | 21,220                     | 16,041        |
| Other Trading Activities              | 3     | 20,149                     | 18,196        |
| Investments                           | 4     | 41.51                      | 33            |
| <b>Total</b>                          |       | <b>41,410</b>              | <b>34,269</b> |
| <b><u>Expenditure on</u></b>          |       |                            |               |
| Raising Funds                         | 5     | 10,569                     | 6,078         |
| Charitable Activities                 | 6&7   | 30,007                     | 23,809        |
| <b>Total</b>                          |       | <b>40,577</b>              | <b>29,887</b> |
| Net Income                            |       | 834                        | 4,382         |
| <b><u>Reconciliation of Funds</u></b> |       |                            |               |
| Total Funds brought forward           |       | 66,712                     | 62,330        |
| <b>Total Funds carried forward</b>    |       | <b>67,546</b>              | <b>66,712</b> |

Rubinstein Taybi Syndrome Support Group  
for the year ended 31 December 2023

Statement of Financial Position

|                                       | <b>Notes</b> | <b>Unrestricted<br/>Funds<br/>£</b> | <b>2022<br/>£</b>           |
|---------------------------------------|--------------|-------------------------------------|-----------------------------|
| Current assets                        |              | <u>67,546</u>                       | <u>66,712</u>               |
| Cash at bank and in hand              |              | <u>67,546</u>                       | <u>66,712</u>               |
| Net current assets                    |              | <u>67,546</u>                       | <u>66,712</u>               |
| Total assets less current liabilities |              | <u><u>67,546</u></u>                | <u><u>66,712</u></u>        |
| <b>Net assets</b>                     |              | <u><u><b>67,546</b></u></u>         | <u><u><b>66,712</b></u></u> |
| The funds of the charity              |              |                                     |                             |
| Unrestricted income funds             |              | <u>67,546</u>                       | <u>66,712</u>               |
| <b>Total funds</b>                    |              | <u><u><b>67,546</b></u></u>         | <u><u><b>66,712</b></u></u> |

The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.



Rubinstein Taybi Syndrome Support Group  
for the year ended 31 December 2023

Notes to the Financial Statements

1. Accountancy Policies

The financial statements have been prepared under the historical cost convention except for investments which are included at market value and the revaluation of certain fixed assets and in accordance with the Charities SORP (FRS102) "Accounting and Reporting by Charities; Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019); Financial Reporting Standard 102 the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), and the Companies Act 2006.

Rubinstein Taybi Syndrome Support Group meets the definition of a public benefit entity under FRS 102. Assets and Liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

2. Income from donations and legacies

|                           | 2022          | 2021          |
|---------------------------|---------------|---------------|
|                           |               | £             |
| <b>Unrestricted Funds</b> |               |               |
| Donations Received        | 16,041        | 15,973        |
|                           | <u>16,041</u> | <u>15,973</u> |

### 3. Income earned from other activities

|                           | 2023          | 2022          |
|---------------------------|---------------|---------------|
|                           | £             | £             |
| <b>Unrestricted Funds</b> |               |               |
| Fund Raising Events       | 20,149        | 18,196        |
|                           | <hr/>         | <hr/>         |
|                           | <b>20,149</b> | <b>18,196</b> |

### 4. Investment income

|                           | 2023      | 2022      |
|---------------------------|-----------|-----------|
|                           | £         | £         |
| <b>Unrestricted Funds</b> |           |           |
| Bank interest Receivable  | 42        | 33        |
|                           | <hr/>     | <hr/>     |
|                           | <b>42</b> | <b>33</b> |

### 5. Expenditure on generating donations and legacies

|                           | 2023          | 2022         |
|---------------------------|---------------|--------------|
|                           | £             | £            |
| <b>Unrestricted Funds</b> |               |              |
| Donations                 | 4,328         | 1,972        |
| Wages                     | 6,131         | 4,106        |
| Subscriptions             | 110           | -            |
|                           | <hr/>         | <hr/>        |
|                           | <b>10,569</b> | <b>6,078</b> |

## 6. Costs of charitable activities by fund type

|                           | 2023          | 2022          |
|---------------------------|---------------|---------------|
|                           | £             | £             |
| <b>Unrestricted Funds</b> |               |               |
| Donations                 |               | -             |
| Conference                | 6,663         | 18,437        |
| Research Project          | 16,588        | 4,147         |
| Summer Fun Day            | 3,240         | 1,225         |
| Christmas Party           | 3,516         |               |
|                           | <u>30,007</u> | <u>23,809</u> |

## 7. Costs of charitable activities by activity type

|                           | 2023          | 2022          |
|---------------------------|---------------|---------------|
|                           | £             | £             |
| <b>Unrestricted Funds</b> |               |               |
| Donations                 | -             | -             |
| Fundraising Events        | 30,007        | 23,809        |
|                           | <u>30,007</u> | <u>23,809</u> |

## 8. Analysis of support costs

|                  | 2023       | 2022       |
|------------------|------------|------------|
|                  | £          | £          |
| <b>Donations</b> |            |            |
| Governance Costs | 716        | 406        |
|                  | <u>716</u> | <u>406</u> |

## 9. Net income/(expenditure) for the year.

This is stated after charging/(crediting):

|                 | 2023       | 2022     |
|-----------------|------------|----------|
|                 | £          | £        |
| Accountancy Fee | 300        | -        |
| Room Hire       | -          | -        |
|                 | <u>300</u> | <u>-</u> |

## 10. Staff costs and emoluments

Total staff costs for the year ended 31 December 2021 were:

|                  | 2023         | 2022         |
|------------------|--------------|--------------|
|                  | £            | £            |
| Salary and Wages | 6,131        | 4,106        |
|                  | <u>6,131</u> | <u>4,106</u> |

## 11. Comparative for the Statement of Financial Activities

The comparative year values on the Statement of Financial Activities are for unrestricted funds.

## 12. Movement in funds

### Unrestricted Funds

|         | Balance at<br>01/01/2023 | Incoming<br>Resources | Outgoing<br>Resources | Balance at<br>31/12/2023 |
|---------|--------------------------|-----------------------|-----------------------|--------------------------|
| General | 66,712                   | 41,410                | (40,577)              | 67,546                   |

### Unrestricted Funds - Previous year

|         | Balance at<br>01/01/2022 | Incoming<br>Resources | Outgoing<br>Resources | Balance at<br>31/12/2022 |
|---------|--------------------------|-----------------------|-----------------------|--------------------------|
| General | 62,330                   | 34,269                | (29,887)              | 66,712                   |

### **Purpose of unrestricted Funds**

#### **General**

The Company is governed by a Memorandum of Association under which the objectives of the organisation are:

1. To provide relief of any person affected by Rubinstein Taybi Syndrome
2. To advance medical research into the cause, cure, prevention or relief of such conditions and the publishing of useful research results.

### **13. Analysis of net assets between funds**

|         | Net current<br>Net Assets<br>assets /<br>(liabilities) | Net Assets |
|---------|--|------------|
|         | £  | £          |
| General | 67,546   | 67,546     |

#### **Previous Year**

|         | Net current<br>Net Assets<br>assets /<br>(liabilities) | Net Assets |
|---------|--|------------|
|         | £  | £          |
| General | 66,712   | 66,712     |

|   | 2021<br>£            | 2020<br>£             |
|---|----------------------|-----------------------|
| <b>INCOME AND ENDOWMENT</b>                             |                      |                       |
| <b>Donations and legacies</b>                           |                      |                       |
| Donations   | <u>15,973</u>        | <u>5,022</u>          |
|   | <b>15,973</b>        | <b>5,022</b>          |
| <b>Other trading activities</b>                         |                      |                       |
| Fund raising events                                     | <u>6,270</u>         | <u>500</u>            |
|   | <b>6,270</b>         | <b>500</b>            |
| <b>Investments</b>                                      |                      |                       |
| Bank interest receivable                                | <u>5</u>             | <u>37</u>             |
|   | <b>5</b>             | <b>37</b>             |
| <b>Total incoming resources</b>                         | <u><b>22,248</b></u> | <u><b>5,559</b></u>   |
| <b>EXPENDITURE</b>                                      |                      |                       |
| <b>Raising donations and legacies</b>                   |                      |                       |
| Donations   | 2,179                | 667                   |
| Wages   | 3,105                | 4,680                 |
| Subscriptions   | <u>-</u>             | <u>100</u>            |
|   | <b>5,284</b>         | <b>5,447</b>          |
| <b>Charitable activities</b>                            |                      |                       |
| Cost of direct charitable activity (Donations)          | 1,840                | 2,015                 |
| Cost of direct charitable activity (Fundraising Events) | <u>151</u>           | <u></u>               |
|   | <b>1,991</b>         | <b>2,015</b>          |
| <b>SUPPORT COSTS</b>                                    |                      |                       |
| <b>Governance costs</b>                                 |                      |                       |
| Governance costs (Donations)                            | 900                  | 913                   |
| Governance costs (Fundraising Events)                   | <u>900</u>           | <u>913</u>            |
| <b>Total resources expended</b>                         | <u><b>8,175</b></u>  | <u><b>8,375</b></u>   |
| <b>Net Income</b>                                       | <u><b>14,073</b></u> | <u><b>(2,816)</b></u> |

Rubinstein Taybi Syndrome Support Group for the  
year ended 31 December 2023

I report to the trustees on my examination of the accounts of the charitable company for the year ended 31 December 2023.

#### Responsibilities and basis of report

As the charity Trustees, who are also directors for the purposes of company law, are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### Independent examiners 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 Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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

*murtaza merali* Date: 23 October 2024

Murtaza Merali - ACA