

# BRITISH ACOUSTIC NEUROMA ASSOCIATION CIO

England & Wales · Charity number 1165065

## Details

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|             |                                                         |
|-------------|---------------------------------------------------------|
| Other names | BRITISH ACOUSTIC NEUROMA ASSOCIATION, BANA              |
| Status      | Registered                                              |
| Legal form  | CIO                                                     |
| Registered  | 2016-01-06                                              |
| Register    | <a href="#">View on the Charity Commission register</a> |

## Contact

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|         |                                                                             |
|---------|-----------------------------------------------------------------------------|
| Address | Tapton Park Innovation Centre<br>Brimington Road<br>Chesterfield<br>S41 0TZ |
| Phone   | 01246550011                                                                 |
| Email   | <a href="mailto:admin@bana-uk.com">admin@bana-uk.com</a>                    |
| Website | <a href="http://www.bana-uk.com">www.bana-uk.com</a>                        |

## Activities

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**Objects:** 1. ASSIST AND SUPPORT PEOPLE WHO HAVE BEEN DIAGNOSED AS HAVING OR WHO HAVE BEEN TREATED FOR ACOUSTIC NEUROMA (VESTIBULAR SCHWANNOMA) AND OTHER RELATED CONDITIONS AND OTHERS AFFECTED BY SUCH CONDITIONS.2.PROMOTE AND SUPPORT RESEARCH INTO MEDICAL, SURGICAL AND OTHER PROCEDURES LIKELY TO LEAD TO THE PREVENTION, EARLY DETECTION AND SUCCESSFUL TREATMENT OF SUCH CONDITIONS AND ANY SUCH PROCEDURES ASSISTING IN THE REHABILITATION AND QUALITY OF LIFE OF PEOPLE AFFECTED BY SUCH CONDITIONS.

**Activities:** BANA is a support & information charity connecting people with an Acoustic Neuroma diagnoses across the UK; online, and via a volunteer support network at area meetings. We have a dedicated support team and provide relevant and up to date information sourced from the medical profession. BANA actively supports research and will initiate research when funding allows.

## Classification

- **How:** Provides Services, Provides Advocacy/advice/information, Sponsors Or Undertakes Research
- **What:** The Advancement Of Health Or Saving Of Lives, Disability
- **Who:** People With Disabilities, The General Public/mankind

## Geography

- Throughout England And Wales

## Finances

| Period end | Income  | Expenditure | Assets | Employees |
|------------|---------|-------------|--------|-----------|
| 2025-03-31 | £67,962 | £79,534     | -      | -         |
| 2024-03-31 | £60,968 | £52,856     | -      | -         |
| 2023-03-31 | £41,506 | £58,202     | -      | -         |
| 2022-03-31 | £73,739 | £53,619     | -      | -         |
| 2021-03-31 | £85,887 | £44,593     | -      | -         |

## Trustees

| Name                 | Role  | Appointed  |
|----------------------|-------|------------|
| <b>Craig Stevens</b> | Chair | 2023-05-22 |
| Aarti Kumar          |       | 2025-08-16 |
| Andrew Read          |       | 2022-05-21 |
| James Gibbons        |       | 2024-11-16 |
| Juliette Buttimore   |       | 2021-11-13 |
| Laura Marshall       |       | 2026-05-16 |
| Lisa Holmes          |       | 2026-05-16 |
| Peter Monksfield     |       | 2023-11-18 |
| Pooja Patel          |       | 2024-06-01 |
| Suzanne Falkingham   |       | 2025-02-15 |

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# Accounts

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**BRITISH ACOUSTIC NEUROMA ASSOCIATION CIO**

Charity number 1165065



Trustees' Report and Financial Statements

For the year ended 31 March 2025

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**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISORS FOR THE YEAR ENDED 31 MARCH 2025**

|                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|---------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Trustees (as of December 2025)</b> | <b>J Buttimore</b> - appointed November 2021<br><b>S Crosland</b> - appointed November 2023; resigned August 2025<br><b>S Falkingham</b> - appointed February 2025<br><b>J Gibbons</b> - appointed November 2024<br><b>A Kumar</b> - appointed August 2025<br><b>P Monksfield</b> - appointed November 2023<br><b>A Read</b> - appointed May 2022; reappointed May 2025<br><b>P Patel</b> – appointed June 2024<br><b>A Shipsey</b> - appointed February 2023<br><b>C Stevens</b> - appointed May 2023, appointed Acting Chair July 2024, appointed Chair November 2024 |
| <b>Charity Registered Number</b>      | 1165065                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>Principal Office</b>               | Tapton Park Innovation Centre<br>Brimington Road<br>Chesterfield<br>Derbyshire<br>S41 0TZ                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>Chief Executive Officer</b>        | Steve Wheeldon (appointed November 2023)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>Accountant</b>                     | James Gibbons                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>Independent Examiner</b>           | Darren McNeill                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>Treasurer</b>                      | Andrew Shipsey                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>Bankers</b>                        | CAF Bank Ltd<br>25 Kings Hill Avenue<br>Kings Hill<br>West Malling<br>Kent<br>ME19 4JQ<br><br>Monmouthshire Building Society<br>John Frost Square<br>Newport<br>South Wales<br>NP20 1PX                                                                                                                                                                                                                                                                                                                                                                                 |



**Craig Stevens, MA, DESS, ELS, BANA Chair**

As Chair of the Board of Trustees, I am very pleased to present the BANA Annual Report for this period: 2024/2025.

I would first like to warmly thank our members and their families, volunteers and trustees, the dedicated office team, sponsors, and partner researchers for their dedication to our charity. Thanks are also due to our network of sister charities who work closely with us. We are doing very well, increasing awareness of acoustic neuroma/vestibular schwannoma (AN/VS), providing essential support to people living with AN/VS, and contributing to a wide range of research initiatives.

Our BANA office team and Board of Trustees have seen a few changes this year. We welcomed a new Support and Media Lead, Justine Watson in February 2025, replacing Elaine Hallam, who we kindly thank for her contributions. We strengthened our Board of Trustees with two new members, welcoming Sue Falkingham and Aarti Kumar, and now have 9 dedicated trustees. Sara Crosland resigned as trustee but very kindly continues to support the charity in many ways. The Board's collective expertise covers medical, surgical, audiology and care aspects, patient support and advice, finance and accounting, communication, fundraising and community building, and governance. I am delighted to work with this varied, skilled and dedicated group of trustees.

Over this period, the charity has continued to structure its finances, communication channels, and support offering. BANA has strongly expanded our virtual support groups as well as face-to-face groups across the country in multiple locations. Our group of volunteers very generously offer their time and experience to make these initiatives a success, with valuable support from the office staff.

BANA held another very successful Annual Conference in October 2024. These conferences are always an important date in our calendars as they enable us to not only learn more about AN/VS and care and support options, but also to network with others. This was a key opportunity to learn more about AN/VS research and to build our network of charities.

Our fundraising activities reached new highs over this period, with regular events and initiatives taking place throughout the year. The time and energy everyone puts into these initiatives is truly inspiring. On 1 July, we again held our National Acoustic Neuroma Awareness Day. This was a key opportunity to raise awareness and also funds, but most importantly, it's our chance to continue building on our past successes, coming together to pursue our common goals. A few highlights from this year include the following: the Manchester Marathon, Copenhagen, Bournemouth, and Cardiff Half-marathons, the London Ultra Challenge, Weymouth Ironman, the 3 Peaks Challenge, the Lake District 100km walk, and the Guildford inflatable 5k run.

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***BRITISH ACOUSTIC NEUROMA ASSOCIATION CIO***

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We look forward to another year of targeted support, innovative approaches, and knowledge sharing. Together, we're making a real difference in supporting people with AN/VS and their families and friends, while working with researchers and the broader care community.

Craig Stevens, Chair

**TRUSTEES' REPORT  
FOR THE YEAR ENDED 31 MARCH 2025**

The Trustees present their Annual Report together with the Charity's Financial Statements for the year 1 April 2024 to 31 March 2025.

The Trustees confirm that the Annual Report and Financial Statements of the Charity comply with the current statutory requirements, the requirements of the Charity's governing document and the provisions for the Statement of Recommended Practice (SORP) (FRS 102).

**Our vision statement**

- A world where everyone diagnosed with an acoustic neuroma/vestibular schwannoma has access to all the information they need to make health-related decisions, and access to a full array of peer support
- Better care, deeper understanding, stronger support, together

**Our mission statement**

- We aim to help build a community uniting patients, carers and families, clinicians, and researchers to transform the experience of living with AN/VS
- To be trusted, impartial, and reliable source of information and support

**Our objectives**

- Inform, assist, and support people at AN/VS diagnosis and throughout the monitoring, care, treatment, recovery, and follow-up journey
- To support family, friends, carers and other support networks
- Promote and support research on better understanding the condition and its impacts

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

**Activities and achievements**

The Charity's main activities are undertaken to further our purposes for the public benefit.

BANA is the only national charity and UK organisation focusing solely on supporting those diagnosed with AN/VS. We provide wide ranging support and balanced information to all who need help, including members of BANA, along with their families, friends, carers, and support networks.

Each member pays a membership fee of £24.75 (£32.25 if joint membership with one other person) to help cover the charity's running costs.

Support and information are offered in a variety of ways. Volunteers around the UK host support groups, both in-person and virtually. Members and non-members are welcome to attend, with all participants contributing to discussions.

Our Headline News magazine is released to all members. It offers support information, updates about the BANA community, information on events and fundraising initiatives, as well as valuable

articles about research and medical aspects related to AN/VS. BANA manages forums and social media groups, and regularly updates help sheets and information leaflets. All our information is available in hard copy and electronically to ensure full access. We work with medical establishments and provide support information for their patients.

BANA continues to work at raising awareness with professionals and the public alike. It is estimated that nearly 1,000 people are newly diagnosed with AN/VS every year in the UK, and more than 20,000 people are living with the condition. An unknown number of people may be living with the condition undiagnosed. AN/VS is a relatively rare condition that is not particularly well known, including by non-specialist healthcare professionals. The impact it can have on affected people and their families and friends is, however, considerable. BANA strives to increase awareness by partnering with other charities and medical establishments and supporting research projects. BANA partners with many research institutions, trusts, and universities across the country.

BANA hosts an annual conference that gives members an opportunity to meet and learn more about AN/VS, its impact, treatment options, and the life of the charity. The conference is located in a different part of the country every year.

Our National Acoustic Neuroma Awareness Day is held on 1 July each year, expanding into an awareness week. Fundraising is also a key part of the awareness week.

BANA offer varied face-to-face support groups and virtual support groups. Some are general, while others focus on a specific topic of interest to certain members, such as balance, tinnitus, facial nerve symptoms, or caring for people with AN/VS. We have over 40 support groups each year, at least three a month across the UK, supporting over 350 people. These are opportunities for people to share their experiences and learn how to develop skills and resilience.

Members of the BANA Medical Advisory Panel give their time freely to answer medical questions from the members of BANA. They also participate as members of the Board of Trustees and help to ensure that BANA is able to provide up-to-date, reliable, and trustworthy information from the medical perspective.

Our Listening Ear Service provides invaluable individual support, often at critical times. Our volunteers all have personal experience of diagnosis and/or treated for AN/VS. Whether people need help with topics around surgery, radiosurgery, watch-and-wait scan protocols, or post-treatment follow-up and recovery, we endeavour to find the right person to help. Over 50 people received this type of support in the period covered by this report.

The help we are able to offer would be impossible without volunteers. Our community members come together to give of their time and generously provide their skills and experience to help others affected by AN/VS.

## **Financial review**

### **Going concern**

After making appropriate enquiries, the trustees expect that BANA will have adequate resources to continue its operations in the near future. For this reason, they continue to adopt the “going concern” basis in preparing financial statements. Further details regarding the adoption of the “going concern” basis can be found in the accounting policies.

### **Reserves policy**

We continue to make savings in our expenses and manage risk appropriately. We have secured core funding and envision a secure and sustainable future. Our procedures and policies are updated regularly and reflect good practices in reducing and minimising risk. We will maintain our reserves policy, reflecting adequate levels of working capital required to meet the legal responsibilities of the charity.

### **Structure, governance and management**

#### **Constitution**

The British Acoustic Neuroma Association is a registered incorporated charity known as BANA. This report and the financial statement have been prepared following the policies set out in the Constitution adopted on 6 January 2016.

#### **Method of appointment or election of trustees**

Charity management is the responsibility of the trustees elected and co-opted under the terms of the Constitution. The Board meets at least four times annually to review strategy, budget, and performance. The Board is also able to convene in the event a rapid decision is required concerning the charity's activities or operations. All trustees give their time voluntarily and receive no benefits from the charity. Potential conflicts of interest are stated at the start of each meeting, ensuring that full transparency is maintained. All trustees receive relevant documents and are provided with copies of the CEO Report, Finance Report, and Work Plan, as well as other documents required to understand the charity's operations and future plans. Trustees are encouraged to attend inexpensive and valid training courses as they arise.

#### **Organisational structure and decision-making**

The Board of Trustees is the overarching charity governors, with delegated authority for the day-to-day management of all charity matters falling to the appointed CEO.

During the period of this report, one Trustee resigned and two Trustees were appointed. The new Trustees appointed bring new skills to the Board of Trustees.

BANA employs three office staff, including a CEO and two support leads. Several volunteers carry out essential roles across the charity. Our office is staffed daily to ensure that people who contact BANA can access the information and support they need.

#### **Plans for future periods**

##### **Future development**

We will continue to work to ensure that as many people as possible are aware of the support available from BANA and continue our efforts to increase awareness of AN/VS. We intend to boost and increasingly structure our fundraising efforts to ensure that we continue to be viable and provide more services to members and non-members. We will support and assist research projects moving towards wherever possible. We will continue to build on the successes of our Acoustic Neuroma Awareness Day.

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## ***BRITISH ACOUSTIC NEUROMA ASSOCIATION CIO***

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We recognise that the BANA website is an important window for people across the UK and further afield and will endeavour to ensure it is up to date with the most appropriate information available. We will work to continue to provide reliable resources for information, including across social media platforms. We will continue to improve our communication with BANA members.

Ultimately, we will pursue with dedication our efforts to ensure that no person with an AN/VS in the UK is without support.

Approved by order of the members of the Board of Trustees on  
and signed on their behalf by:

Craig Stevens  
(Chair of the Board of Trustees)

**Independent examiner's report to the trustees of the British Acoustic Neuroma Association CIO**

I report to the trustees on my examination of the accounts of the British Acoustic Neuroma Association CIO (the Trust) for the year ended 31<sup>st</sup> March 2025.

**Responsibilities and basis of report**

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts 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 accounts to be reached.

|                                  |                                                     |
|----------------------------------|-----------------------------------------------------|
| Signed:                          | Darren McNeill                                      |
| Name:                            | Darren McNeill                                      |
| Membership of Professional Body: | Institute of Chartered Accounts Ireland, FCA        |
| Address:                         | 28 Mosside Gardens, Ballymoney, Co Antrim, BT53 8QQ |
| Date:                            | 20 <sup>th</sup> January 2026                       |

**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2025**

|                                    |             | <b>Unrestricted<br/>Funds<br/>2025<br/>£</b> | <b>Restricted<br/>Funds<br/>2025<br/>£</b> | <b>Total Funds<br/>2025<br/>£</b> | <b>Total Funds<br/>2024<br/>£</b> |
|------------------------------------|-------------|----------------------------------------------|--------------------------------------------|-----------------------------------|-----------------------------------|
|                                    | <b>Note</b> |                                              |                                            |                                   |                                   |
| <b>Income from:</b>                |             |                                              |                                            |                                   |                                   |
| Donations and legacies             | 3           | 33,984                                       | -                                          | <b>33,984</b>                     | 27,926                            |
| Charitable activities              | 4           | 33,382                                       | -                                          | <b>33,382</b>                     | 32,329                            |
| Other Trading Activities           | 5           | -                                            | -                                          | -                                 | -                                 |
| Investments                        | 6           | 581                                          | -                                          | <b>581</b>                        | 695                               |
| Other                              | 7           | 15                                           | -                                          | <b>15</b>                         | 18                                |
| <b>Total Income</b>                |             | <b>67,962</b>                                | <b>-</b>                                   | <b>67,962</b>                     | 60,968                            |
| <b>Expenditure on:</b>             |             |                                              |                                            |                                   |                                   |
| Raising Funds                      |             | 647                                          | -                                          | <b>647</b>                        | 568                               |
| Charitable activities              | 8           | 78,887                                       | -                                          | <b>78,887</b>                     | 52,288                            |
| <b>Total Expenditure</b>           |             | <b>79,534</b>                                | <b>-</b>                                   | <b>79,534</b>                     | 52,856                            |
| <b>Net Movement on Funds:</b>      |             | <b>( 11,572)</b>                             | <b>-</b>                                   | <b>( 11,572)</b>                  | 8,112                             |
| <b>Reconciliation of funds:</b>    |             |                                              |                                            |                                   |                                   |
| Total Funds brought forward        |             | 80,493                                       | -                                          | <b>80,493</b>                     | 72,381                            |
| Net movement in funds              |             | ( 11,572)                                    | -                                          | <b>( 11,572)</b>                  | 8,112                             |
| <b>Total Funds Carried forward</b> |             | <b>68,921</b>                                | <b>-</b>                                   | <b>68,921</b>                     | 80,493                            |

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

The notes on pages 13 to 22 form part of these financial statements.

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**BRITISH ACOUSTIC NEUROMA ASSOCIATION CIO**

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**BALANCE SHEET**  
**AS AT 31 MARCH 2025**

|                                                |             | 2025<br>£            | 2024<br>£            |
|------------------------------------------------|-------------|----------------------|----------------------|
|                                                | <b>Note</b> |                      |                      |
| Fixed Assets                                   |             |                      |                      |
| Tangible Assets                                | 12          | -                    | -                    |
| Current Assets                                 |             |                      |                      |
| Stock                                          | 13          | -                    | -                    |
| Debtors                                        | 14          | 276                  | 377                  |
| Cash at bank and in hand                       |             | 69,770               | 82,538               |
|                                                |             | <u>70,046</u>        | <u>82,915</u>        |
| Creditors: amounts falling due within one year | 15          | ( 1,125)             | ( 2,422)             |
| Net Current Assets                             |             | <u>68,921</u>        | <u>80,493</u>        |
| Total Net Assets                               |             | <u><u>68,921</u></u> | <u><u>80,493</u></u> |
| Charity Funds                                  |             |                      |                      |
| Restricted funds                               | 16          | -                    | -                    |
| Unrestricted funds                             | 17          | 68,921               | 80,493               |
| Total Funds                                    |             | <u><u>68,921</u></u> | <u><u>80,493</u></u> |

The financial statements were approved and authorised for issue by the trustees on 17<sup>th</sup> May 2025 and signed on their behalf by:

**C Stevens**  
(Chair of Trustees)

**James Gibbons**  
(Vice Chair of Trustees)

The notes on pages 13 to 22 form part of these financial statements.

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

**1. Accounting Policies**

**1.1. Basis of preparation of financial statements**

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

British Acoustic Neuroma Association CIO 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.

**1.2. 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.

**1.3. Income**

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

The recognition of income from legacies is dependent on establishing entitlement, the probability of receipt and the ability to estimate with sufficient accuracy the amount receivable. Evidence of entitlement to a legacy exists when the charity has sufficient evidence that a gift has been left to them (through knowledge of the existence of a valid will and the death of the benefactor) and the executor is satisfied that the property in question will not be required to satisfy claims in the estate. Receipt of a legacy must be recognised when it is probable that it will be received and the fair value of the amount receivable, which will generally be the expected cash amount to be distributed to the charity, can be reliably measured.

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects. Gifts donated for resale are included as income when they are sold.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

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

#### **1.4. Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

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

All expenditure is inclusive of irrecoverable VAT.

#### **1.5. Interest receivable**

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

#### **1.6. Tangible fixed assets and depreciation**

Tangible fixed assets costing £500 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, using the straight-line method.

Depreciation is provided on the following bases:

|                    |                     |
|--------------------|---------------------|
| Office equipment   | - 25% straight line |
| Computer equipment | - 25% straight line |

Gains and losses on disposals are determined by comparing the proceeds with the carrying amount and are recognised in the statement of financial activities.

### **1.7. Debtors**

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

### **1.8. Cash at bank and in hand**

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

### **1.9. Liabilities and provisions**

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

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

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the statement of financial activities as a finance cost.

**1.10. Financial instruments**

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

**1.11. Operating leases**

Rentals paid under operating leases are charged to the statement of financial activities on a straight line basis over the lease term.

**1.12. Pensions**

The charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the charity to the fund in respect of the year.

**1.13. Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

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

**2. General information**

British Acoustic Neuroma Association CIO is a charitable incorporated organisation, registered with The Charity Commission in England, registration number,1165065.

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**BRITISH ACOUSTIC NEUROMA ASSOCIATION CIO**

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**3. Income from donations and legacies**

|                                   | Unrestricted<br>Funds<br>2025<br>£ | Total Funds<br>2025<br>£ | Total Funds<br>2024<br>£ |
|-----------------------------------|------------------------------------|--------------------------|--------------------------|
| <b>Similar incoming resources</b> |                                    |                          |                          |
| Membership                        | 14,747                             | <b>14,747</b>            | 14,222                   |
| Donations                         | 12,139                             | <b>12,139</b>            | 13,704                   |
| Legacies                          | 6,598                              | <b>6,598</b>             | -                        |
| Grants                            | 500                                | <b>500</b>               | -                        |
|                                   | <u>33,984</u>                      | <u><b>33,984</b></u>     | <u>27,926</u>            |

**4. Income from charitable activities**

|                    | Unrestricted<br>Funds<br>2025<br>£ | Total Funds<br>2025<br>£ | Total Funds<br>2024<br>£ |
|--------------------|------------------------------------|--------------------------|--------------------------|
| Fundraising events | 33,089                             | <b>33,089</b>            | 32,329                   |
| Conference Charges | 293                                | <b>293</b>               | -                        |
|                    | <u>33,382</u>                      | <u><b>33,382</b></u>     | <u>32,329</u>            |

**5. Other Trading Activities**

Nil income from Other Trading Activities

**6. Investment income**

|               | Unrestricted<br>Funds<br>2025<br>£ | Total Funds<br>2025<br>£ | Total Funds<br>2024<br>£ |
|---------------|------------------------------------|--------------------------|--------------------------|
| Bank Interest | 581                                | <b>581</b>               | 695                      |

**7. Other Income**

|              | 2025<br>£ | 2024<br>£ |
|--------------|-----------|-----------|
| Other Income | <u>15</u> | <u>18</u> |

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## BRITISH ACOUSTIC NEUROMA ASSOCIATION CIO

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### 8. Analysis of expenditure by activities

|                                    | Support Costs<br>2025<br>£ | Support Costs<br>2024<br>£ |
|------------------------------------|----------------------------|----------------------------|
| Support Costs                      | 79,534                     | 52,856                     |
| <b>Analysis of support Costs</b>   |                            |                            |
| Staff Costs                        | 53,339                     | 28,804                     |
| Depreciation                       | -                          | -                          |
| Rent, rates and services           | 7,262                      | 7,068                      |
| Insurance                          | 101                        | 96                         |
| Staff Training                     | 120                        | -                          |
| Travel expenses                    | 324                        | 88                         |
| Telephone and postage              | 1,004                      | 573                        |
| Printing and stationery            | 399                        | 405                        |
| Magazines, leaflets and books      | 1,467                      | 1,254                      |
| Annual Conference                  | 1,345                      | 2,122                      |
| Area group support                 | 451                        | 224                        |
| Fundraising, publicity and website | 3,294                      | 2,073                      |
| Advertising and Promotions         | 647                        | 760                        |
| Computer Costs                     | 6,558                      | 3,487                      |
| Grants and Scholarships            | -                          | -                          |
| Credit card charges                | 647                        | 568                        |
| Bank Charges                       | 104                        | 91                         |
| Other Expenditure                  | 1,543                      | 3,266                      |
| Consultancy and Professional fees  | 576                        | 1,624                      |
| Trustees expenses                  | 353                        | 353                        |
|                                    | <u>79,534</u>              | <u>52,856</u>              |

### 9. Independent examiner's remuneration

There were £nil fees for the Independent examiner for 2024/25.

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## BRITISH ACOUSTIC NEUROMA ASSOCIATION CIO

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### 10. Staff costs

|                                                      | 2025          | 2024          |
|------------------------------------------------------|---------------|---------------|
|                                                      | £             | £             |
| Wages and salaries                                   | 52,509        | 29,640        |
| Contribution to defined contribution pension schemes | 1,624         | 1,166         |
| Holiday pay Accrual                                  | ( 794)        | ( 2,002)      |
|                                                      | <u>53,339</u> | <u>28,804</u> |

The average number of persons employed by the charity during the year was as follows

|                       | 2025 | 2024 |
|-----------------------|------|------|
|                       | No   | No   |
| Charitable activities | 3.00 | 2.50 |

### 11. Trustee's remuneration and expenses

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

During the year ended 31 March 2025, expenses totalling £353 were reimbursed or paid directly to trustee (2024 £353).

### 12. Tangible fixed assets

The charity holds no tangible fixed assets.

### 13. Stocks

The charity holds no finished goods and services for resale

### 14. Debtors

|                                | 2025       | 2024       |
|--------------------------------|------------|------------|
|                                | £          | £          |
| Prepayments and accrued income | -          | 99         |
| Tax recoverable                | 276        | 278        |
|                                | <u>276</u> | <u>377</u> |

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**BRITISH ACOUSTIC NEUROMA ASSOCIATION CIO**

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**15. Creditors: Amounts falling due within one year**

|                              | 2025<br>£    | 2024<br>£    |
|------------------------------|--------------|--------------|
| Other creditors              | -            | 1,044        |
| Accruals and deferred income | 1,125        | 1,378        |
|                              | <u>1,125</u> | <u>2,422</u> |

**16. Statement of funds**

**Statement of funds - current year**

|                           | Balance at 1<br>April 2024<br>£ | Income<br>£   | Expenditure<br>£ | Balance at 31<br>March 2025<br>£ |
|---------------------------|---------------------------------|---------------|------------------|----------------------------------|
| <b>Unrestricted funds</b> |                                 |               |                  |                                  |
| General funds             | <u>80,493</u>                   | <u>67,962</u> | <u>( 79,534)</u> | <u>68,921</u>                    |
| <b>Restricted funds</b>   | <u>-</u>                        | <u>-</u>      | <u>-</u>         | <u>-</u>                         |
| <b>Total funds</b>        | <u>80,493</u>                   | <u>67,962</u> | <u>( 79,534)</u> | <u>68,921</u>                    |

**Statement of funds - prior year**

|                           | Balance at 1<br>April 2023<br>£ | Income<br>£   | Expenditure<br>£ | Balance at 31<br>March 2024<br>£ |
|---------------------------|---------------------------------|---------------|------------------|----------------------------------|
| <b>Unrestricted funds</b> |                                 |               |                  |                                  |
| General funds             | <u>72,381</u>                   | <u>60,968</u> | <u>( 52,856)</u> | <u>80,493</u>                    |
| <b>Restricted funds</b>   | <u>-</u>                        | <u>-</u>      | <u>-</u>         | <u>-</u>                         |
| <b>Total funds</b>        | <u>72,381</u>                   | <u>60,968</u> | <u>( 52,856)</u> | <u>80,493</u>                    |

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## BRITISH ACOUSTIC NEUROMA ASSOCIATION CIO

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General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

### 17. Analysis of net assets between funds

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

|                             | Unrestricted<br>Funds<br>2025<br>£ | Restricted<br>Funds<br>2025<br>£ | Total Funds<br>2025<br>£ |
|-----------------------------|------------------------------------|----------------------------------|--------------------------|
| Current Assets              | 70,046                             | -                                | 70,046                   |
| Creditors due within 1 year | ( 1,125)                           | -                                | ( 1,125)                 |
| <b>Total</b>                | <b>68,921</b>                      | <b>-</b>                         | <b>68,921</b>            |

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

|                             | Unrestricted<br>Funds<br>2024<br>£ | Restricted<br>Funds<br>2024<br>£ | Total Funds<br>2024<br>£ |
|-----------------------------|------------------------------------|----------------------------------|--------------------------|
| Current Assets              | 82,915                             | -                                | 82,915                   |
| Creditors due within 1 year | ( 2,422)                           | -                                | ( 2,422)                 |
| <b>Total</b>                | <b>80,493</b>                      | <b>-</b>                         | <b>80,493</b>            |

### 18. Pension commitments

The charity operates a defined contributions pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund. The pension cost charge represents contributions payable by the charity to the fund and amounted to £1,624 (2024 - £1,166). There were no outstanding contributions payable to the fund at the balance sheet date.

**19. Officers' liability insurance**

The charity has paid £101 (2024 - £96) for insurance cover for officers' liability covering trustees and staff members.

**20. Operating lease commitments**

At 31 March 2025 the charity had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

|                                              | 2025<br>£ | 2024<br>£ |
|----------------------------------------------|-----------|-----------|
| Later than 1 year and not later than 5 years | -         | -         |

The following lease payments have been recognised as an expense in the statement of financial activities.

|                         | 2025<br>£ | 2024<br>£ |
|-------------------------|-----------|-----------|
| Operating lease rentals | 7,262     | 7,068     |

**21. Related party transactions**

There are no further related party transactions to disclose.

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# Accounts

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**BRITISH ACOUSTIC NEUROMA ASSOCIATION CIO**

Charity number 1165065



Trustees' Report and Financial Statements

For the year ended 31 March 2024

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**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISORS FOR THE YEAR ENDED 31 MARCH 2024**

|                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|---------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Trustees (as of December 2024)</b> | <b>J Buttimore</b> - appointed November 2021<br><b>J Carson</b> - appointed August 2022 and appointed chair July 2023; resigned in May 2024<br><b>S Crosland</b> - appointed November 2023<br><b>S Lloyd</b> - resigned February 2024<br><b>P Monksfield</b> - appointed November 2023<br><b>A Read</b> - appointed May 2022<br><b>P Patel</b> – appointed June 2024<br><b>A Shipsey</b> - appointed February 2023<br><b>C Stevens</b> - appointed May 2023, appointed Acting Chair July 2024, appointed Chair November 2024<br><b>A Wadeson</b> - resigned August 2024<br><b>J Gibbons</b> – appointed November 2024 |
| <b>Charity Registered Number</b>      | 1165065                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>Principal Office</b>               | Tapton Park Innovation Centre<br>Brimington Road<br>Chesterfield<br>Derbyshire<br>S41 0TZ                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>Chief Executive Officer</b>        | <b>Steve Wheeldon</b> (appointed November 2023)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>Accountant</b>                     | <b>James Gibbons</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>Independent Examiner</b>           | <b>Darren McNeill</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>Treasurer</b>                      | <b>Andrew Shipsey</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>Bankers</b>                        | CAF Bank Ltd<br>25 Kings Hill Avenue<br>Kings Hill<br>West Malling<br>Kent<br>ME19 4JQ<br><br>Monmouthshire Building Society<br>John Frost Square<br>Newport<br>South Wales<br>NP20 1PX                                                                                                                                                                                                                                                                                                                                                                                                                               |



**Craig Stevens, MA, DESS, ELS, BANA Chair**

As Chair of the Board of Trustees, I am delighted to present the BANA Annual Report for 2023/2024.

Firstly, I would like to warmly thank Jamie Carson, Ben Jackson and Andrea Wadeson, our recent previous Chairs, for their dedication and invaluable personal support. Thanks to the commitment of our Trustees and Chairs, as well as our highly dedicated office team, the Charity is doing very well and providing essential support to people living with acoustic neuroma/vestibular schwannoma (AN/VS).

We have seen a few changes within the BANA office and Board team this year. We welcomed new Chief Executive Officer (CEO) Steve Wheeldon in January 2024 at the start of an exciting new year. Two new staff members also joined the office team: Elaine Hallam and Lou Jolley as Community Support Administrators. We have strengthened our Board of Trustees with new Members and now have 8 dedicated Trustees. The Board's collective expertise covers medical and care aspects, patient support and advice, fundraising and community building, financial management, and governance. I would like to thank all our office staff and Trustees for the amazing work they do in support of our Members.

The Charity has continued to develop the services we offer to both people living with AN/VS and their families. BANA offers both face-to-face and virtual support groups across the country in multiple locations. New and varied support groups on specific topics are now being organised and delivered by our very generous group of volunteers, with support from the office staff.

BANA held a very successful Annual Conference in October 2023. These conferences are always an important date in our calendars as they enable us to not only learn more about AN/VS and the possible care and support options, but also to network with others. This is a unique opportunity for us all to share our experiences and build our community.

Our National Acoustic Neuroma Awareness Day once again took place on 1 July, giving people the opportunity to raise awareness of the condition.

We are extremely thankful to all members for their ongoing support with their membership subscriptions, donations and fundraising. Many interesting and innovative fundraising events were organised by our members, helping to raise funds and importantly to build a sense of community and commitment to our common goals. Examples include the Vienna Marathon, London Marathon, Specsavers Bake Sale, Aberdeen Kiltwalk, Leicester Half Marathon in full surgical scrubs, Great North Run, and a sky dive.

We look forward to providing new and innovative support actions, collaborating in research initiatives, and networking within the UK and beyond in the years ahead. We are working on many fronts to ensure that all people diagnosed with AN/VS are aware of our Charity and the support we can provide. We are also working on our website and social media channels to create the best environment possible for our community to share opinions and provide the best support we can. We are always interested in hearing from new volunteers who would like to work with us in a range of ways, so please contact the BANA office staff if you would like to find out more.

Together, we can raise awareness of AN/VS and bring positive change to those affected by the condition and their families and friends.

Craig Stevens, BANA Chair

**TRUSTEES' REPORT  
FOR THE YEAR ENDED 31 MARCH 2024**

The Trustees present their Annual Report together with the Charity's Financial Statements for the year 1 April 2023 to 31 March 2024.

The Trustees confirm that the Annual Report and Financial Statements of the Charity comply with the current statutory requirements, the requirements of the Charity's governing document and the provisions for the Statement of Recommended Practice (SORP) (FRS 102).

**Our vision statement**

- Acoustic Neuroma/Vestibular Schwannoma is no longer a life-changing diagnosis, and those affected have access to appropriate support by having opportunities to connect, share experiences, have access to up-to-date information and timely opportunities for support.

**Our mission statement**

- To be trusted, impartial and a reliable source of information and support

**Our objectives**

- Assist and support people who have been diagnosed as having or have been treated for an Acoustic Neuroma/Vestibular Schwannoma and their support networks, along with other related conditions.
- To support family, friends, carers and other support networks
- Promote and support innovative medical research likely to lead to the prevention and early detection and successful treatment of Acoustic Neuroma/Vestibular Schwannoma along with procedures assisting in the rehabilitation and quality of life of people affected

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

**Activities and achievements**

The Charity's main activities are undertaken to further our purposes for the public benefit.

BANA is the only national charity and UK organisation focusing solely on supporting those diagnosed with Acoustic Neuroma/Vestibular Schwannoma. We provide the best support and information possible to all members of BANA along with their family, friends, carers and support networks. The Charity will also provide support and information to all people affected by Acoustic Neuroma/Vestibular Schwannoma and to professionals, including health and social care organisations.

Each member pays a membership fee of £24.75 (£32.25 if joint membership with one other person) to help cover the Charity's running costs.

Support is given in a variety of ways. Volunteers around the UK host our support groups, both in-person and virtually. Members and non-members are welcome to attend with all participants contributing to discussions.

Our Headline News magazine is released to all members. It offers support information, updates about the BANA community, information on events and fundraising initiatives, as well as valuable articles about research and medical aspects related to AN/VS. The Charity manages closed forums and social media groups, and regularly updates help sheets and information leaflets. All our information is available in hard copy and electronically to ensure full access. We work with medical establishments and provide support information for their patients.

BANA continues to work at raising awareness with professionals and the public alike. It is estimated that nearly 1,000 people are newly diagnosed with AN/VS every year in the UK, and it is estimated that more than 20,000 people are living with the condition. AN/VS is a relatively rare condition that is not particularly well known, including by non-specialist healthcare professionals. The impact it can have on affected people and their families and friends is, however, considerable. BANA strives to increase awareness by partnering with other charities and medical establishments and supporting research projects. BANA has partnered with many research institutions across the country and intends to develop research activities further.

BANA hosts an Annual Conference that gives members opportunities to meet and hear from medical professionals about recent research, and ways to support their well-being. The conference is also an opportunity to meet others with AN/VS and their families.

Our National Acoustic Neuroma Awareness Day is held on 1 July each year, expanding into an Awareness week.

BANA now has many face-to-face support groups alongside virtual support groups, which is highly appreciated by the BANA community. These have steadily grown over the years, and we held over 40 support groups, approximately three to four a month across the UK, supporting over 350 people. These are opportunities for people to share their experiences and learn how to develop skills and resilience. Efforts have been made to support volunteers hosting support groups and new advice and knowledge mechanisms are being evaluated.

Members of the BANA Medical Advisory Panel give their time freely to answer medical questions from the members of BANA. They also participate as Board members and help to ensure that BANA is able to provide up-to-date, reliable and trustworthy information from the medical perspective.

Our Listening Ear Service volunteers continue to be a great source of support to others. Members are encouraged to engage with this volunteer service. Our volunteers all have personal experience of being diagnosed with AN/VS, whether they have had surgery, radiotherapy, or are on a watch-and-wait scan protocol. In all, over 35 people received support via this service.

The support we are able to offer would be impossible without volunteers. People giving of their time and generously providing their skills and energy to help others affected by AN/VS makes all the difference.

## **Financial review**

## **Going concern**

After making appropriate enquiries, the Trustees expect that the Charity will have adequate resources to continue its operations in the near future. For this reason, they continue to adopt the “going concern” basis in preparing financial statements. Further details regarding the adoption of the “going concern” basis can be found in the accounting policies.

### **Reserves policy**

We continue to make savings in our expenses and manage risk appropriately. We are securing core and project funding and moving to a secure and sustainable future. Our procedures and policies are updated regularly and reflect good practices in reducing and minimising risk. We will maintain our reserves policy, reflecting adequate levels of working capital required to meet the legal responsibilities of the Charity.

### **Structure, governance and management**

#### **Constitution**

The British Acoustic Neuroma Association is a registered incorporated charity known as BANA. This report and the financial statements have been prepared following the policies set out in the Constitution adopted on 6 January 2016.

#### **Method of appointment or election of Trustees**

Charity management is the responsibility of the Trustees elected and co-opted under the terms of the Constitution. The Board meets at least four times annually to review strategy, budget, and performance. The Board is also able to convene in the event a rapid decision is required concerning the Charity’s activities or operations. All Trustees give their time voluntarily and receive no benefits from the Charity. Potential conflicts of interest are stated at the start of each meeting, ensuring that full transparency is maintained. All Trustees receive relevant documents and are provided with copies of the CEO Report, Finance Report, and Work Plan, as well as other documents required to understand the Charity’s operations and future plans. Trustees are encouraged to attend inexpensive and valid training courses as these arise.

#### **Organisational structure and decision-making**

The Board of Trustees members are the overarching charity governors, with delegated authority for the day-to-day management of all charity matters falling to the appointed officer.

During the period of this report, one Trustee resigned and two Trustees were appointed. The new Trustees appointed bring new skills to the Board.

BANA employs three office staff, including a CEO and two Community Support Administrators. Several volunteers carry out essential roles across the Charity. Our office is staffed daily to ensure that those who contact us can access the information and support they need.

#### **Plans for future periods**

##### **Future development**

We will continue to work to ensure that as many people as possible are aware of the support available from BANA and continue our efforts to increase awareness of AN/VS. We intend to boost and increasingly structure our fundraising efforts to ensure that we continue to be viable and

provide more services to Members. We will support and assist research projects moving forwards, wherever possible. We will continue to build on the successes of our Acoustic Neuroma Awareness Day.

We recognise that the BANA website is an important window for people across the UK and further afield and will endeavour to ensure it is up to date with the most appropriate information available. We will work to continue providing reliable sources of information and will continue to improve our communication with BANA members.

Ultimately, we will pursue with dedication our efforts to ensure that no person with an AN/VS is without support.

Approved by order of the Members of the Board of Trustees on  
and signed on their behalf by:

Craig Stevens  
(Chair of the Board of Trustees)

## **INDEPENDENT EXAMINER'S REPORT**

### **Independent examiner's report to the trustees of the British Acoustic Neuroma Association CIO**

I report to the trustees on my examination of the accounts of the British Acoustic Neuroma Association CIO (the Trust) for the year ended 31<sup>st</sup> March 2024.

### **Responsibilities and basis of report**

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### **Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act;  
or
2. the accounts do not accord with those records; or
3. the accounts 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 accounts to be reached.

|                                  |                                                     |
|----------------------------------|-----------------------------------------------------|
| Signed:                          | Darren McNeill                                      |
| Name:                            | Darren McNeill                                      |
| Membership of Professional Body: | Institute of Chartered Accounts Ireland, FCA        |
| Address:                         | 28 Mosside Gardens, Ballymoney, Co Antrim, BT53 8QQ |
| Date:                            | 20 <sup>th</sup> January 2025                       |

**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2024**

|                                    |             | <b>Unrestricted<br/>Funds<br/>2024<br/>£</b> | <b>Restricted<br/>Funds<br/>2024<br/>£</b> | <b>Total Funds<br/>2024<br/>£</b> | <b>Total Funds<br/>2023<br/>£</b> |
|------------------------------------|-------------|----------------------------------------------|--------------------------------------------|-----------------------------------|-----------------------------------|
|                                    | <b>Note</b> |                                              |                                            |                                   |                                   |
| <b>Income from:</b>                |             |                                              |                                            |                                   |                                   |
| Donations and legacies             | 3           | 27,926                                       | -                                          | <b>27,926</b>                     | 30,017                            |
| Charitable activities              | 4           | 32,329                                       | -                                          | <b>32,329</b>                     | 11,399                            |
| Other Trading Activities           | 5           | -                                            | -                                          | -                                 | -                                 |
| Investments                        | 6           | 695                                          | -                                          | <b>695</b>                        | 90                                |
| Other                              | 7           | 18                                           | -                                          | <b>18</b>                         | -                                 |
| <b>Total Income</b>                |             | <b>60,968</b>                                | <b>-</b>                                   | <b>60,968</b>                     | <b>41,506</b>                     |
| <b>Expenditure on:</b>             |             |                                              |                                            |                                   |                                   |
| Raising Funds                      |             | 568                                          | -                                          | <b>568</b>                        | 810                               |
| Charitable activities              | 8           | 52,288                                       | -                                          | <b>52,288</b>                     | 57,392                            |
| <b>Total Expenditure</b>           |             | <b>52,856</b>                                | <b>-</b>                                   | <b>52,856</b>                     | <b>58,202</b>                     |
| <b>Net Movement on Funds:</b>      |             | <b>8,112</b>                                 | <b>-</b>                                   | <b>8,112</b>                      | <b>( 16,696)</b>                  |
| <b>Reconciliation of funds:</b>    |             |                                              |                                            |                                   |                                   |
| Total Funds brought forward        |             | 72,381                                       | -                                          | <b>72,381</b>                     | 89,077                            |
| Net movement in funds              |             | 8,112                                        | -                                          | <b>8,112</b>                      | ( 16,696)                         |
| <b>Total Funds Carried forward</b> |             | <b>80,493</b>                                | <b>-</b>                                   | <b>80,493</b>                     | <b>72,381</b>                     |

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 13 to 22 form part of these financial statements.

**BALANCE SHEET**  
**AS AT 31 MARCH 2024**

|                                                |             |               | <b>2024</b>   | <b>2023</b>   |
|------------------------------------------------|-------------|---------------|---------------|---------------|
|                                                | <b>Note</b> |               | <b>£</b>      | <b>£</b>      |
| Fixed Assets                                   |             |               |               |               |
| Tangible Assets                                | 12          |               | -             | -             |
| Current Assets                                 |             |               |               |               |
| Stock                                          | 13          | -             | -             | -             |
| Debtors                                        | 14          | 377           | 3,025         |               |
| Cash at bank and in hand                       |             | 82,538        | 73,357        |               |
|                                                |             | <b>82,915</b> | <b>76,382</b> |               |
| Creditors: amounts falling due within one year | 15          | ( 2,422)      | ( 4,001)      |               |
| Net Current Assets                             |             |               | <b>80,493</b> | 72,381        |
| Total Net Assets                               |             |               | <b>80,493</b> | <b>72,381</b> |
| Charity Funds                                  |             |               |               |               |
| Restricted funds                               | 16          | -             | -             | -             |
| Unrestricted funds                             | 17          | 80,493        | 72,381        |               |
| Total Funds                                    |             |               | <b>80,493</b> | <b>72,381</b> |

The Financial Statements were approved and authorised for issue by the Trustees on 17 August 2024 and signed on their behalf by:

**C Stevens**  
(Chair of Trustees)

The notes on pages 13 to 22 form part of these financial statements.

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

**1. Accounting Policies**

**1.1. Basis of preparation of Financial Statements**

The Financial Statements have been prepared in accordance with the Charities SORP (FRS 102) Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The Financial Statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

British Acoustic Neuroma Association CIO 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.

**1.2. 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.

**1.3. Income**

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

The recognition of income from legacies is dependent on establishing entitlement, the probability of receipt and the ability to estimate with sufficient accuracy the amount receivable. Evidence of entitlement to a legacy exists when the charity has sufficient evidence that a gift has

been left to them (through knowledge of the existence of a valid will and the death of the benefactor) and the executor is satisfied that the property in question will not be required to satisfy claims in the estate. Receipt of a legacy must be recognised when it is probable that it will be received and the fair value of the amount receivable, which will generally be the expected cash amount to be distributed to the Charity, can be reliably measured.

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects. Gifts donated for resale are included as income when they are sold.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

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

#### **1.4. Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

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

All expenditure is inclusive of irrecoverable VAT.

#### **1.5. Interest receivable**

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

#### **1.6. Tangible fixed assets and depreciation**

Tangible fixed assets costing £500 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, using the straight-line method.

Depreciation is provided on the following bases:

|                    |                     |
|--------------------|---------------------|
| Office equipment   | - 25% straight line |
| Computer equipment | - 25% straight line |

Gains and losses on disposals are determined by comparing the proceeds with the carrying amount and are recognised in the statement of financial activities.

#### **1.7. Debtors**

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

#### **1.8. Cash at bank and in hand**

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

#### **1.9. Liabilities and provisions**

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

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

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the statement of financial activities as a finance cost.

**1.10. Financial instruments**

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

**1.11. Operating leases**

Rentals paid under operating leases are charged to the statement of financial activities on a straight line basis over the lease term.

**1.12. Pensions**

The Charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Charity to the fund in respect of the year.

**1.13. Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

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## BRITISH ACOUSTIC NEUROMA ASSOCIATION CIO

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

### 2. General information

British Acoustic Neuroma Association CIO is a charitable incorporated organisation, registered with The Charity Commission in England, registration number,1165065.

### 3. Income from donations and legacies

|                            | Unrestricted<br>Funds<br>2024<br>£ | Total Funds<br>2024<br>£ | Total Funds<br>2023<br>£ |
|----------------------------|------------------------------------|--------------------------|--------------------------|
| Similar incoming resources |                                    |                          |                          |
| Membership                 | 14,222                             | 14,222                   | 14,249                   |
| Area group income          | -                                  | -                        | -                        |
| Donations                  | 13,704                             | 13,704                   | 15,768                   |
| Legacies                   | -                                  | -                        | -                        |
|                            | <u>27,926</u>                      | <u>27,926</u>            | <u>30,017</u>            |

### 4. Income from charitable activities

|                    | Unrestricted<br>Funds<br>2024<br>£ | Total Funds<br>2024<br>£ | Total Funds<br>2023<br>£ |
|--------------------|------------------------------------|--------------------------|--------------------------|
| Sponsorship        | -                                  | -                        | -                        |
| Fundraising events | 32,329                             | 32,329                   | 11,399                   |
|                    | <u>32,329</u>                      | <u>32,329</u>            | <u>11,399</u>            |

Please note that fundraising income had previously been reported under 'other trading activities', this has been reclassified as 'charitable activities' (and the prior period also reclassified).

### 5. Income from other trading activities

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**BRITISH ACOUSTIC NEUROMA ASSOCIATION CIO**

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There was £nil income from other trading activities

**6. Investment income**

|               | Unrestricted<br>Funds<br>2024<br>£ | Total Funds<br>2024<br>£ | Total Funds<br>2023<br>£ |
|---------------|------------------------------------|--------------------------|--------------------------|
| Bank Interest | 695                                | 695                      | 90                       |

**7. Other Income**

|              | 2024<br>£ | 2023<br>£ |
|--------------|-----------|-----------|
| Other Income | 18        | -         |
|              | <u>18</u> | <u>-</u>  |

**8. Analysis of expenditure by activities**

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## BRITISH ACOUSTIC NEUROMA ASSOCIATION CIO

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|                                    | Support Costs | Support Costs |
|------------------------------------|---------------|---------------|
|                                    | 2024          | 2023          |
|                                    | £             | £             |
| Support Costs                      | 52,856        | 58,203        |
| <b>Analysis of support Costs</b>   |               |               |
| Staff Costs                        | 28,804        | 38,107        |
| Rent, rates and services           | 7,068         | 6,888         |
| Insurance                          | 96            | 96            |
| Staff Training                     | -             | 400           |
| Travel expenses                    | 88            | 240           |
| Telephone and postage              | 573           | 895           |
| Printing and stationery            | 405           | 524           |
| Magazines, leaflets and books      | 1,254         | 940           |
| Annual Conference                  | 2,122         | 1,007         |
| Area group support                 | 224           | 238           |
| Fundraising, publicity and website | 2,073         | 1,864         |
| Advertising and Promotions         | 760           | 583           |
| Computer Costs                     | 3,487         | 1,397         |
| Grants and Scholarships            | -             | 1,000         |
| Credit card charges                | 568           | 810           |
| Bank Charges                       | 91            | 72            |
| Other Expenditure                  | 3,266         | 481           |
| Consultancy and Professional fees  | 1,624         | 2,250         |
| Trustees expenses                  | 353           | 411           |
|                                    | 52,856        | 58,203        |

### 9. Independent examiner's remuneration

|                                                                                                                     | 2024 | 2023 |
|---------------------------------------------------------------------------------------------------------------------|------|------|
|                                                                                                                     | £    | £    |
| Fees payable to the charity's independent examiner for the independent examination of the charity's annual accounts | -    | -    |
| Fees payable to the charity's independent examiner in respect of all other services not included above accounts     | 504  | 420  |
|                                                                                                                     |      |      |

### 10. Staff costs

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## BRITISH ACOUSTIC NEUROMA ASSOCIATION CIO

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|                                                      | 2024          | 2023          |
|------------------------------------------------------|---------------|---------------|
|                                                      | £             | £             |
| Wages and salaries                                   | 27,638        | 36,217        |
| Contribution to defined contribution pension schemes | 1,166         | 1,890         |
|                                                      | <u>28,804</u> | <u>38,107</u> |

The average number of persons employed by the charity during the year was as follows

|                       | 2024 | 2023 |
|-----------------------|------|------|
|                       | No   | No   |
| Charitable activities | 2.50 | 2.90 |

### 11. Trustee's remuneration and expenses

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

During the year ended 31 March 2024, expenses totalling £353 were reimbursed or paid directly to Trustees (2023 £411).

### 12. Debtors

|                                | 2024       | 2023         |
|--------------------------------|------------|--------------|
|                                | £          | £            |
| Trade Debtors                  | -          | -            |
| Prepayments and accrued income | 99         | 567          |
| Tax recoverable                | 278        | 2,458        |
|                                | <u>377</u> | <u>3,025</u> |

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

|                                    | 2024         | 2023         |
|------------------------------------|--------------|--------------|
|                                    | £            | £            |
| Other taxation and social security | -            | -            |
| Other creditors                    | 1,044        | 3,047        |
| Accruals and deferred income       | 1,378        | 954          |
|                                    | <u>2,422</u> | <u>4,001</u> |

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**BRITISH ACOUSTIC NEUROMA ASSOCIATION CIO**

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## 14. Statement of funds

### Statement of funds - current year

|                                | Balance at 1<br>April 2023<br>£ | Income<br>£   | Expenditure<br>£ | Balance at 31<br>March 2024<br>£ |
|--------------------------------|---------------------------------|---------------|------------------|----------------------------------|
| <b>Unrestricted funds</b>      |                                 |               |                  |                                  |
| General funds                  | 72,381                          | 60,968        | ( 52,856)        | 80,493                           |
| <b>Restricted funds</b>        |                                 |               |                  |                                  |
| Research Fund                  | -                               | -             | -                | -                                |
| Awards for All NI              | -                               | -             | -                | -                                |
| Community fund - Listening Ear | -                               | -             | -                | -                                |
| West Midlands Branch           | -                               | -             | -                | -                                |
|                                | -                               | -             | -                | -                                |
| <b>Total funds</b>             | <b>72,381</b>                   | <b>60,968</b> | <b>( 52,856)</b> | <b>80,493</b>                    |

### Statement of funds - prior year

|                                | Balance at 1<br>April 2022<br>£ | Income<br>£   | Expenditure<br>£ | Balance at 31<br>March 2023<br>£ |
|--------------------------------|---------------------------------|---------------|------------------|----------------------------------|
| <b>Unrestricted funds</b>      |                                 |               |                  |                                  |
| General funds                  | 76,117                          | 41,506        | ( 45,242)        | 72,381                           |
| <b>Restricted funds</b>        |                                 |               |                  |                                  |
| Research Fund                  | 1,000                           | -             | ( 1,000)         | -                                |
| Awards for All NI              | 7,724                           | -             | ( 7,724)         | -                                |
| Community fund - Listening Ear | 3,255                           | -             | ( 3,255)         | -                                |
| West Midlands Branch           | 981                             | -             | ( 981)           | -                                |
|                                | 12,960                          | -             | ( 12,960)        | -                                |
| <b>Total funds</b>             | <b>89,077</b>                   | <b>41,506</b> | <b>( 58,202)</b> | <b>72,381</b>                    |

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## **BRITISH ACOUSTIC NEUROMA ASSOCIATION CIO**

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General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

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

#### **Analysis of net assets between funds – current period**

|                             | <b>Unrestricted<br/>Funds<br/>2024<br/>£</b> | <b>Restricted<br/>Funds<br/>2024<br/>£</b> | <b>Total Funds<br/>2024<br/>£</b> |
|-----------------------------|----------------------------------------------|--------------------------------------------|-----------------------------------|
| Tangible fixed Assets       | -                                            | -                                          | -                                 |
| Current Assets              | 82,915                                       | -                                          | <b>82,915</b>                     |
| Creditors due within 1 year | ( 2,422)                                     | -                                          | <b>( 2,422)</b>                   |
| <b>Total</b>                | <b>80,493</b>                                | <b>-</b>                                   | <b>80,493</b>                     |

#### **Analysis of net assets between funds – prior period**

|                             | <b>Unrestricted<br/>Funds<br/>2023<br/>£</b> | <b>Restricted<br/>Funds<br/>2023<br/>£</b> | <b>Total Funds<br/>2023<br/>£</b> |
|-----------------------------|----------------------------------------------|--------------------------------------------|-----------------------------------|
| Tangible fixed Assets       | -                                            | -                                          | -                                 |
| Current Assets              | 89,342                                       | ( 12,960)                                  | <b>76,382</b>                     |
| Creditors due within 1 year | ( 4,001)                                     | -                                          | <b>( 4,001)</b>                   |
| <b>Total</b>                | <b>85,341</b>                                | <b>( 12,960)</b>                           | <b>72,381</b>                     |

### **16. Pension commitments**

The charity operates a defined contributions pension scheme. The assets of the scheme are held separately from those of the Charity in an independently administered fund. The pension cost charge represents contributions payable by the Charity to the fund and amounted to £1,166 (2023 - £1,890). There were no outstanding contributions payable to the fund at the balance

sheet date.

**17. Officers' liability insurance**

The Charity has paid £96 (2023 - £96) for insurance cover for officers' liability covering Trustees and Staff members.

**18. Operating lease commitments**

At 31 March 2024, the Charity had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

|                         | 2023<br>£    | 2023<br>£    |
|-------------------------|--------------|--------------|
| Operating lease rentals | <u>7,068</u> | <u>6,888</u> |

**19. Related party transactions**

There are no further related party transactions to disclose.

**BRITISH ACOUSTIC NEUROMA ASSOCIATION CIO**

England & Wales - Charity number 1165065

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# Accounts

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**BRITISH ACOUSTIC NEUROMA ASSOCIATION CIO**

Charity number 1165065



**Trustees' Report and Financial Statements**

**Unaudited**

**For the year ended 31 March 2023**

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**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISORS FOR THE YEAR ENDED 31 MARCH 2023**

|                                            |                                                                                                                                                                                                                                                                                                                                                                                                |
|--------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Trustees                                   | A Wadeson<br>J Buttimore<br>A Read (appointed May 2022)<br>J Gibbons (resigned August 2022)<br>J Carson (appointed August 2022 and appointed chair July 2023)<br>A Shipsey (appointed February 2023)<br>C Stevens (appointed May 2023)<br>B Jackson (resigned July 2023)<br>S Lloyd (resigned November 2023)<br>P Monksfield (appointed November 2023)<br>S Crosland (appointed November 2023) |
| Charity Registered Number                  | 1165065                                                                                                                                                                                                                                                                                                                                                                                        |
| Principal Office                           | Tapton Park Innovation Centre<br>Brimington Road<br>Chesterfield<br>Derbyshire<br>S41 0TZ                                                                                                                                                                                                                                                                                                      |
| Chief Executive Officer<br>General Manager | J Dixon (Retired April 2023)<br>S Wheeldon                                                                                                                                                                                                                                                                                                                                                     |
| Accountant                                 | J Gibbons                                                                                                                                                                                                                                                                                                                                                                                      |
| Bankers                                    | CAF Bank Ltd<br>25 Kings Hill Avenue<br>Kings Hill<br>West Malling<br>Kent<br>ME19 4JQ<br><br>Monmouth Building Society<br>John Frost Square<br>Newport<br>South Wales<br>NP20 1PX                                                                                                                                                                                                             |

## **CHAIR'S STATEMENT**



I am delighted to introduce the BANA annual report for 2022/23.

Firstly, I would like to say a big thank you to Andrea Wadeson and Ben Jackson, our previous chairs, for their dedication and personal support.

We have seen a few changes within the BANA office and Board team. We said goodbye to our CEO Julie Dixon after many years of excellent service. We have strengthened our Board with new Members and now have 8 Trustees. The Board's collective expertise can only help elevate our desire to grow and further support people with Acoustic Neuroma. So much more goes on behind the scenes, and I am very much appreciative of the work they all do.

The last year has continued to see our return back to the pre-pandemic delivery of services. Offering both face-to-face and virtual support groups across the country in multiple locations. Clearly, there is still a much-needed call for support, and we have welcomed new groups starting in several areas, including online for carers and younger people who have been diagnosed. We rely heavily on volunteers and could not do without their continuing support.

We were all genuinely excited to hold our first in-person conference in October since 2019. Deciding to have a smaller gathering than usual did not stop the excitement of coming together once again, sharing our experiences, listening, and seeing presentations from professionals who everyone agreed were excellent. It was a fantastic opportunity for Board members to meet members and non-members and chat about our experiences and vision for the year to come.

Our National Acoustic Neuroma Awareness Day and 'wearblue4BANA' took place on 1<sup>st</sup> July - giving people the opportunity to raise awareness of Acoustic Neuromas. We are extremely thankful to all members for their ongoing support with their membership subscriptions, donations and fundraising. Fundraising efforts take time to organise, and we have seen a reduction in fundraising and fundraising income as a consequence of the pandemic. We will target fundraising in future years and welcome any ideas for fundraising. We would also like to thank those families who have lost loved ones and taken the opportunity to think of BANA during their sad time. It all adds up and helps us to support our members.

We hope to continue to offer more support in the years ahead, ensuring our website is fluid with the best information for patients and their families, friends and carers, giving the best support we can. We always want volunteers to work with us in various capacities, so contact the office staff if you wish to discuss this.

Let us keep driving the agenda to raise awareness of Acoustic Neuroma

A handwritten signature in black ink, appearing to read 'J Carson', with a horizontal line underneath.

Jamie Carson  
Chair, BANA

**TRUSTEES' REPORT  
FOR THE YEAR ENDED 31 MARCH 2023**

The trustees present their annual report together with the charity's financial statements for the year 1 April 2022 to 31 March 2023.

The trustees confirm that the annual report and financial statements of the charity comply with the current statutory requirements, the requirements of the charity's governing document and the provisions for the Statement of Recommended Practice (SORP) (FRS 102)

**Objectives and activities**

**Our vision**

- Acoustic Neuroma is no longer a life-changing diagnosis, and those affected have access to appropriate support. Opportunities to connect, share experiences, access relevant information and timely social support opportunities.
- That we are the 'come to' charity for Acoustic Neuroma support

**Our mission statement**

- To be trusted, impartial and a reliable source of information and support

**Our objectives**

- Assist and support people who have been diagnosed or have been treated for Acoustic Neuroma. Along with other related conditions
- To support family, friends, carers and other support networks
- Promote and support research assisting rehabilitation and quality of life for people affected by Acoustic Neuroma

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

Main activities are undertaken to further the charity's purposes for the public benefit

BANA is the only national charity and UK organisation focusing solely on supporting those diagnosed with Acoustic Neuroma. We provide the best support and information possible to all members of BANA along with their family, friends, carers and support networks. The charity will also provide support and information to all people affected by Acoustic Neuroma and to professionals, including health and social care organisations.

Each member paid a membership of £23 (£30 if a joint membership with one other) to help cover running costs. Renewing the membership every year allows us to ensure our database is relative.

Support is given in a variety of ways. Volunteers around the UK host our support groups. Both in-person and virtual. Where members and non-members can attend (who are asked to contribute when attending)

The Headline News magazine goes out to all members offering information, valuable articles and fundraising events. We manage closed forums, social media groups, regular updated help sheets and leaflets. All our information is available in hard copy and electronically. We work with medical establishments and provide support information for their patients.

BANA continues to work at raising awareness with professionals and the public alike. Acoustic Neuroma is a relatively rare condition, not well known. BANA strives to change this perception by partnering with other charities and medical establishments and supporting research projects. We have seen our diligent work taking effect with more medical establishments recognising the value of BANA to their patients and have seen an increase in medical establishments recommending patients contact us and become a member of BANA.

BANA hosts a yearly conference that gives members opportunities to meet and hear from medical professionals about recent research, and ways to support their well-being and is an opportunity to meet others with an Acoustic Neuroma.

Our National Acoustic Neuroma Awareness Day is held on 1 July each year, expanding into an Awareness week.

### **Achievements and performance**

The support we are able to offer would be impossible without volunteers. People giving up their time and providing their skills and energy to help others affected by Acoustic Neuroma.

#### **Volunteers help in the following ways:**

##### **Support**

BANA have now fully re-established its face-to-face support groups while recognising that our virtual groups have been hugely popular within our community. These have steadily grown over the year, and we have held 35 support groups, at least three a month across the UK, supporting over 339 people. Giving opportunities for people who would never usually meet to come together. They have proved very helpful to many of our members and non-members. We have also introduced an under 35 years group, recognising that more younger people are being diagnosed and also a carers group supporting other family members and friends – BANA recognise the importance of ensuring a holistic approach to pre and post care, that is of the utmost importance when supporting a loved one. New hosts have received volunteer training to ensure they feel appropriately supported when hosting either a face-to-face or virtual group. Members are able to attend any group around the UK.

Members of the BANA Medical Advisory Panel give their time freely to answer medical questions from the members of BANA, they also participate as Board members and help to ensure that medically, BANA is able to provide up to date, reliable and trust worthy information.

In 2022, BANA re-established its much-valued yearly conference and decided to hold a full day in a smaller venue. It turned out to be very successful. With a full programme of talks from an ENT Consultant, specialist nurses and vestibular physio, timebanking and patients telling their story, all

presenting and being on hand to answer many questions on the day. The day brought together people, their families, and support networks from across the country. Many people commented how much they enjoyed being back together. Feedback was exciting to see. With 100% of attendees saying how much they enjoyed the programme and being back together again, and looking forward to the next one. We had 70 people attend.

Our Awareness Day had many members participating in 'WearBlue4BANA' to raise awareness among their families and friends on 1 July. We actively used social media to send our Acoustic Neuroma messages, united by shared experiences. We also held a webinar for members and non-members to view on 1<sup>st</sup> July.

We recognise that social media is the space that many people wish to get their information and support from and with this in mind we ensure our closed Facebook page is monitored and we share as much information as possible on it, having almost 500 members. We also use Twitter to reach out to our supporters and more recently have successfully engaged with Instagram and LinkedIn.

Our key areas of support offered:

- Listening skills
- Information given
- Signposting to other support services.

Our Listening Ear Service volunteers continue to be a great source of support to others; members are encouraged to engage with this volunteer service. Our volunteers all have personal experience of being diagnosed with Acoustic Neuroma. Whether they have had surgery, radiotherapy or are on a wait watch, rescan programme. 33 people received support via this service. We also pass on the more complex questions to the Medical Advisory Panel for advice. This year we were able to offer volunteer training to members of the Listening Ear Service, ensuring they understand their value and the support they are giving to others with an Acoustic Neuroma. The one-to-one conversations are held via the telephone or video calls.

We have been able to provide short term therapy using a brief therapy model, and also provide immediate telephone support for newly diagnosed patients and to those having concerns within their AN journey.

Our magazine Headline News magazine provides information for all members, and continues to be enthusiastically received, with regular comments of how members look forward to receiving their copy. We now try to send as many copies as possible electronically, to be more environmentally aware and to reduce costs. We send bi-monthly newsletters electronically, keeping all members updated with all changes and informing them of upcoming virtual and in-person support groups and other opportunities, such as fundraising.

We continue to update and improve our website, working with our developer to ensure the BANA site is maintained and kept relevant to all seeking support - [www.bana-uk.com](http://www.bana-uk.com)

We could not do what we do without our incredible fundraisers. Once again, they rose to the occasion by doing several individual fundraisers that made a difference. There are so many dedicated people supporting our cause. We are always truly grateful for their support. We continue to raise revenue

through subscriptions, donations, legacy, fundraising and sponsorship events. We are thankful to all our supporters who succeed in their endeavours.

### **Financial review**

#### **Going concern**

After making appropriate enquiries, the trustees expect that the charity have adequate resources to continue its operational existence in the near future. For this reason, they continue to adopt the going concern basis in preparing financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

#### **Reserves policy**

We continue to make savings in our expenses and manage risk appropriately. We are securing core and project funding and moving to a more secure sustainable future. Our procedures and policies are updated regularly and reflect good practices in reducing and minimising risk. We will maintain our reserves policy, reflecting adequate levels of working capital required to meet the legal responsibilities of the charity.

### **Structure, governance and management**

#### **Constitution**

The British Acoustic Neuroma Association is a registered incorporated charity known as BANA. This report and the financial statement have been prepared following the policies set out in the Constitution adopted on 6 January 2016.

#### **Method of appointment or election of trustees**

Charity management is the responsibility of the trustees elected and co-opted under the terms of the Constitution. The board meets at least four times annually to review strategy, budget and performance regularly. All trustees give their time voluntarily and receive no benefits from the charity. Potential conflicts of interest are stated at the start of each meeting, ensuring transparency is maintained. All trustees receive relevant documents and are given copies of the Business Plan. Trustees are encouraged to attend inexpensive and valid training courses as they arise.

#### **Organisational structure and decision-making**

The Board of Trustees is the overarching charity governors with delegated authority for the day-to-day management of all charity matters falling to the appointed officer.

During this time, one trustee resigned. Three new trustees appointed who will broaden the scope of trustees' skills. That will enhance the Boards knowledge and enrich the charity as a whole. We employ three part-time posts a General Manager, a Community Support Administrator, and Clerical Support Officer. BANA also took the decision to employ a self-employed bookkeeper to assist in ensuring the finances are in order. Along with several volunteers carrying out essential roles across the charity. Our office is staffed daily to ensure those who contact us can access the information needed.

## **Plans for future periods**

### **Future development**

We will continue to work to ensure that as many people as possible are aware of the support available from BANA and continue our work to increase awareness of Acoustic Neuroma. Along with its physical, psychological and social after-effects. As mentioned earlier, we will enhance our fundraising to ensure we continue to be viable and provide more services for members. We will support and assist, where we can research projects moving towards a place where Acoustic Neuroma is no longer a life-changing diagnosis. We will continue to build on the successes of our Acoustic Neuroma Awareness Day. We recognise that our website is an important window for people across the UK and further afield and will endeavour to ensure it is up to date with the most appropriate information available to BANA. We will work to continue to provide reliable resources for information for members. We will continue to improve our communication with BANA members. At the same time, we are developing and improving our delivery of virtual support and seeking out and planning interesting and informative webinars. Working towards ensuring no person with an Acoustic Neuroma is without support.

Approved by order of the members of the Board of Trustees on 19 January 2024 and signed on their behalf by:



Jamie Carson  
Chair of Trustees

**Independent examiner's report to the trustees of the British Acoustic Neuroma Association CIO**

I report to the trustees on my examination of the accounts of the British Acoustic Neuroma Association CIO (the Trust) for the year ended 31 March 2023

**Responsibilities and basis of report**

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts 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 accounts to be reached.

Signed



Name: James Gibbons ACMA

Relevant professional qualification or membership of professional bodies (if any): Chartered Institute Management Accountants, Associate

Address: 40 Oak Crescent, Ashby De La Zouch, Leicestershire, LE65 1FX

Date: 9<sup>th</sup> January 2024

STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2023

|                                    |      | Unrestricted<br>Funds<br>2023<br>£ | Restricted<br>Funds<br>2023<br>£ | Total Funds<br>2023<br>£ | Total Funds<br>2022<br>£ |
|------------------------------------|------|------------------------------------|----------------------------------|--------------------------|--------------------------|
|                                    | Note |                                    |                                  |                          |                          |
| <b>Income from:</b>                |      |                                    |                                  |                          |                          |
| Donations and Legacies             | 3    | 10,017                             |                                  | 10,017                   | 13,322                   |
| Charitable Activities              | 4    |                                    |                                  |                          |                          |
| Other Trading Activities           | 5    | 1,399                              |                                  | 1,399                    | 29,938                   |
| Investments                        | 6    | 190                                |                                  | 190                      | 68                       |
| Other                              | 7    |                                    |                                  |                          | 11                       |
| <b>Total Income</b>                |      | <b>11,506</b>                      |                                  | <b>11,506</b>            | <b>43,739</b>            |
| <b>Expenditure on:</b>             |      |                                    |                                  |                          |                          |
| Raising Funds                      |      | 10                                 |                                  | 10                       | 532                      |
| Charitable Activities              | 8    | 4,432                              | 2,960                            | 7,392                    | 5,935                    |
| <b>Total Expenditure</b>           |      | <b>4,442</b>                       | <b>2,960</b>                     | <b>7,402</b>             | <b>6,467</b>             |
| <b>Net Movement on Funds:</b>      |      | <b>(£,736)</b>                     | <b>(£2,960)</b>                  | <b>(£16,696)</b>         | <b>(£17,272)</b>         |
| <b>Reconciliation of funds:</b>    |      |                                    |                                  |                          |                          |
| Total Funds Brought Forward        |      | 6,117                              | 2,960                            | 9,077                    | 1,805                    |
| Net Movement on Funds              |      | (£,736)                            | (£2,960)                         | (£16,696)                | (£17,272)                |
| <b>Total Funds Carried Forward</b> |      | <b>2,381</b>                       | <b>(0)</b>                       | <b>2,381</b>             | <b>9,077</b>             |

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

The notes on pages 13 to 25 form part of these financial statements.

## BRITISH ACOUSTIC NEUROMA ASSOCIATION CIO

### BALANCE SHEET AS AT 31 MARCH 2023

|                                                |    | 2023<br>£     | 2022<br>£     |
|------------------------------------------------|----|---------------|---------------|
| Fixed Assets                                   |    |               |               |
| Tangible Assets                                | 12 | £1,025        | £1,025        |
| Current Assets                                 |    |               |               |
| Stock                                          | 13 | £2,306        | £2,306        |
| Debtors                                        | 14 | £1,025        | £1,025        |
| Cash at bank and in hand                       |    | £1,025        | £1,025        |
|                                                |    | <u>£6,382</u> | <u>£9,287</u> |
| Creditors: Amounts falling due within one year | 15 | (£1,001)      | (£1,750)      |
| Net Current Assets                             |    | <u>£2,381</u> | <u>£9,077</u> |
| Total Net Assets                               |    | <u>£2,381</u> | <u>£9,077</u> |
| Charity Funds                                  |    |               |               |
| Restricted Funds                               | 16 | (£0)          | £2,960        |
| Unrestricted Funds                             | 17 | £2,381        | £6,117        |
| Total Funds                                    |    | <u>£2,381</u> | <u>£9,077</u> |

The financial statements were approved and authorised for issue by the trustees on 19 January 2024 and signed on their behalf by:



**Jamie Carson**  
Chair of Trustees

The notes on pages 13 to 25 form part of these financial statements.

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

**1. Accounting Policies**

**1.1. Basis of preparation of financial statements**

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

British Acoustic Neuroma Association CIO 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.

**1.2. 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.

At the date of signing there is a degree of uncertainty about the economic impact of COVID-19. The trustees continue to monitor the position closely however they believe that the company can continue at its current level of activity subject to continued support from funders and the bank and they therefore continue to adopt the going concern basis.

**1.3. Income**

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

The recognition of income from legacies is dependent on establishing entitlement, the probability of receipt and the ability to estimate with sufficient accuracy the amount receivable. Evidence of entitlement to a legacy exists when the charity has sufficient evidence that a gift has been left to them (through knowledge of the existence of a valid will and the death of the benefactor) and the executor is satisfied that the property in question will not be required to satisfy claims in the estate. Receipt of a legacy must be recognised when it is probable that it will be received and the

fair value of the amount receivable, which will generally be the expected cash amount to be distributed to the charity, can be reliably measured.

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects. Gifts donated for resale are included as income when they are sold.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

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

#### **1.4. Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

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

All expenditure is inclusive of irrecoverable VAT.

#### **1.5. Interest receivable**

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

#### **1.6. Tangible fixed assets and depreciation**

Tangible fixed assets costing £500 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, using the straight-line method.

Depreciation is provided on the following bases:

|                    |                     |
|--------------------|---------------------|
| Office equipment   | - 25% straight line |
| Computer equipment | - 25% straight line |

Gains and losses on disposals are determined by comparing the proceeds with the carrying amount and are recognised in the statement of financial activities.

### **1.7. Stocks**

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads.

### **1.8. Debtors**

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

### **1.9. Cash at bank and in hand**

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

### **1.10. Liabilities and provisions**

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

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

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the statement of financial activities as a finance cost.

### **1.11. Financial instruments**

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

**1.12. Operating leases**

Rentals paid under operating leases are charged to the statement of financial activities on a straight line basis over the lease term.

**1.13. Pensions**

The charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the charity to the fund in respect of the year.

**1.14. Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

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

**2. General information**

British Acoustic Neuroma Association CIO is a charitable incorporated organisation, registered with The Charity Commission in England, registration number, 1165065.

### 3. Income from donations and legacies

|                            | Unrestricted<br>Funds<br>2023<br>£ | Total Funds<br>2023<br>£ | Total Funds<br>2022<br>£ |
|----------------------------|------------------------------------|--------------------------|--------------------------|
| Similar incoming resources |                                    |                          |                          |
| Membership                 | 4,249                              | 4,249                    | 5,480                    |
| Area group income          |                                    |                          |                          |
| Donations                  | 5,768                              | 5,768                    | 7,842                    |
| Legacies                   |                                    |                          |                          |
|                            | <u>10,017</u>                      | <u>10,017</u>            | <u>13,322</u>            |

### 4. Income from charitable activities

There was £nil income from charitable activities.

### 5. Income from other trading activities

#### Income from fundraising events

|                    | Unrestricted<br>Funds<br>2023<br>£ | Total Funds<br>2023<br>£ | Total Funds<br>2022<br>£ |
|--------------------|------------------------------------|--------------------------|--------------------------|
| Sponsorship        |                                    |                          |                          |
| Fundraising events | 1,399                              | 1,399                    | 2,938                    |
|                    | <u>1,399</u>                       | <u>1,399</u>             | <u>2,938</u>             |

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**BRITISH ACOUSTIC NEUROMA ASSOCIATION CIO**

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**6. Investment income**

|               | Unrestricted Funds<br>2023<br>£ | Total Funds<br>2023<br>£ | Total Funds<br>2022<br>£ |
|---------------|---------------------------------|--------------------------|--------------------------|
| Bank Interest | £90                             | £90                      | £68                      |

**7. Other Income**

|                 | 2023<br>£  | 2022<br>£    |
|-----------------|------------|--------------|
| Heather Tuition | 0          | 411          |
|                 | <u>£ -</u> | <u>£ 411</u> |

## 8. Analysis of expenditure by activities

|                                    | Support Costs<br>2023<br>£ | Support Costs<br>2022<br>£ |
|------------------------------------|----------------------------|----------------------------|
| Support Costs                      | 58,203                     | 56,467                     |
| <b>Analysis of Support Costs</b>   |                            |                            |
| Staff Costs                        | 38,107                     | 34,400                     |
| Depreciation                       |                            |                            |
| Rent, Rates and Services           | 6,888                      | 6,785                      |
| Equipment Repairs and Renewals     |                            |                            |
| Insurance                          | 96                         | 96                         |
| Travel Expenses                    | 240                        | 386                        |
| Telephone and Postage              | 95                         | 86                         |
| Printing and Stationery            | 24                         | 55                         |
| Magazines, Leaflets and Books      | 40                         | 269                        |
| Annual Conference                  | 1,007                      |                            |
| Area Group Support                 | 238                        |                            |
| Fundraising, Publicity and Website | 1,864                      | 987                        |
| Advertising and Promotions         | 53                         |                            |
| Computer Costs                     | 1,397                      | 1,560                      |
| Grants and Scholarships            | 1,000                      |                            |
| Counselling Services               |                            | 240                        |
| Credit Card Charges                | 10                         | 32                         |
| Sundry Expenses                    | 53                         | 167                        |
| Accountancy Charges                |                            |                            |
| Consultancy and Professional Fees  | 2,250                      | 20                         |
| Trustees Expenses                  | 11                         |                            |
| New Website 2021                   |                            | 2,284                      |
|                                    | <b>58,203</b>              | <b>56,467</b>              |

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## BRITISH ACOUSTIC NEUROMA ASSOCIATION CIO

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### 9. Independent examiner's remuneration

|                                                                                                                     | 2023<br>£     | 2022<br>£     |
|---------------------------------------------------------------------------------------------------------------------|---------------|---------------|
| Fees payable to the charity's independent examiner for the independent examination of the charity's annual accounts | £1,000        | £1,000        |
| Fees payable to the charity's independent examiner in respect of all other services not included above accounts     | £20           | £20           |
|                                                                                                                     | <u>£1,020</u> | <u>£1,020</u> |

### 10. Staff costs

|                                                      | 2023<br>£     | 2022<br>£     |
|------------------------------------------------------|---------------|---------------|
| Wages and salaries                                   | £6,217        | £2,607        |
| Contribution to defined contribution pension schemes | £1,890        | £1,793        |
|                                                      | <u>£8,107</u> | <u>£4,400</u> |

The average number of persons employed by the charity during the year was as follows

|                       | 2023<br>No | 2022<br>No |
|-----------------------|------------|------------|
| Charitable activities | 190        | 100        |

### 11. Trustee's remuneration and expenses

During the year, no trustees received any remuneration or other benefits (2022 - £NIL).

During the year ended 31 March 2023, expenses totalling £411 were reimbursed or paid directly to trustee (2022 £nil).

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**BRITISH ACOUSTIC NEUROMA ASSOCIATION CIO**

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## 12. Tangible fixed assets

|                          | Office<br>equipment<br>£ | Computer<br>equipment<br>£ | Total<br>£ |
|--------------------------|--------------------------|----------------------------|------------|
| <b>Cost or Valuation</b> |                          |                            |            |
| At 1 April 2022          | £1,000,000               | £1,000,000                 | £2,000,000 |
| At 31 March 2023         | £1,000,000               | £1,000,000                 | £2,000,000 |
| <b>Depreciation</b>      |                          |                            |            |
| At 1 April 2022          | £1,000,000               | £1,000,000                 | £2,000,000 |
| Charge for the year      | £1,000,000               | £1,000,000                 | £2,000,000 |
| At 31 March 2023         | £1,000,000               | £1,000,000                 | £2,000,000 |
| <b>Net Book Value</b>    |                          |                            |            |
| At 31 March 2023         | £0                       | £0                         | £0         |
| At 1 April 2022          | £0                       | £0                         | £0         |

## 13. Stocks

|                                     | 2023<br>£ | 2022<br>£ |
|-------------------------------------|-----------|-----------|
| Finished goods and goods for resale | 0         | 0         |

## 14. Debtors

|                                | 2023<br>£         | 2022<br>£         |
|--------------------------------|-------------------|-------------------|
| Trade Debtors                  | £1,000,000        | £1,000,000        |
| Prepayments and accrued income | £1,000,000        | £1,000,000        |
| Tax recoverable                | £1,000,000        | £1,000,000        |
|                                | <b>£3,000,000</b> | <b>£3,000,000</b> |

**15. Creditors: Amounts falling due within one year**

|                                    | 2023<br>£      | 2022<br>£      |
|------------------------------------|----------------|----------------|
| Other taxation and social security | £1,000         | £1,000         |
| Other creditors                    | £18,047        | £18,047        |
| Accruals and deferred income       | £1,954         | £1,704         |
|                                    | <u>£20,999</u> | <u>£20,750</u> |

## BRITISH ACOUSTIC NEUROMA ASSOCIATION CIO

### 16. Statement of funds

#### Statement of funds - current year

|                                | Balance at 1 April 2022<br>£ | Income<br>£  | Expenditure<br>£ | Balance at 31 March 2023<br>£ |
|--------------------------------|------------------------------|--------------|------------------|-------------------------------|
| <b>Unrestricted funds</b>      |                              |              |                  |                               |
| General funds                  | 6,117                        | 1,506        | (5,242)          | 2,381                         |
| <b>Restricted funds</b>        |                              |              |                  |                               |
| Research Fund                  | 0,000                        |              | (1,000)          |                               |
| Awards for All NI              | 724                          |              | (7,724)          |                               |
| Community Fund @ Listening Ear | 8,255                        |              | (8,255)          |                               |
| West Midlands Branch           | 981                          |              | (981)            |                               |
|                                | 2,960                        |              | (12,960)         |                               |
| <b>Total funds</b>             | <b>9,077</b>                 | <b>1,506</b> | <b>(58,202)</b>  | <b>2,381</b>                  |

#### Statement of funds - prior year

|                                | Balance at 1 April 2021<br>£ | Income<br>£  | Expenditure<br>£ | Balance at 31 March 2022<br>£ |
|--------------------------------|------------------------------|--------------|------------------|-------------------------------|
| <b>Unrestricted funds</b>      |                              |              |                  |                               |
| General funds                  | 5,996                        | 3,739        | (53,619)         | 6,117                         |
| <b>Restricted funds</b>        |                              |              |                  |                               |
| Research Fund                  | 0,000                        |              |                  | 0,000                         |
| Awards for All NI              | 724                          |              |                  | 724                           |
| Community Fund @ Listening Ear | 6,104                        |              | (2,849)          | 8,255                         |
| West Midlands Branch           | 981                          |              |                  | 981                           |
|                                | 5,808                        |              | (2,849)          | 2,960                         |
| <b>Total funds</b>             | <b>11,805</b>                | <b>3,739</b> | <b>(56,467)</b>  | <b>9,077</b>                  |

## BRITISH ACOUSTIC NEUROMA ASSOCIATION CIO

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

### 17. Analysis of net assets between funds

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

|                             | Unrestricted Funds<br>2023<br>£ | Restricted Funds<br>2023<br>£ | Total Funds<br>2023<br>£ |
|-----------------------------|---------------------------------|-------------------------------|--------------------------|
| Tangible Fixed Assets       | £6,382                          | £0                            | £6,382                   |
| Current Assets              | £0                              | £0                            | £0                       |
| Creditors Due within 1 year | (£4,001)                        | £0                            | (£4,001)                 |
| <b>Total</b>                | <b>£2,381</b>                   | <b>£0</b>                     | <b>£2,381</b>            |

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

|                             | Unrestricted Funds<br>2022<br>£ | Restricted Funds<br>2022<br>£ | Total Funds<br>2022<br>£ |
|-----------------------------|---------------------------------|-------------------------------|--------------------------|
| Tangible Fixed Assets       | £9,867                          | £2,960                        | £12,827                  |
| Current Assets              | £0                              | £0                            | £0                       |
| Creditors Due within 1 year | (£3,750)                        | £0                            | (£3,750)                 |
| <b>Total</b>                | <b>£6,117</b>                   | <b>£2,960</b>                 | <b>£9,077</b>            |

## 18. Pension commitments

The charity operates a defined contributions pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund. The pension cost charge represents contributions payable by the charity to the fund and amounted to £1,890 (2022 - £1,793). There were no outstanding contributions payable to the fund at the balance sheet date.

## 19. Officers' liability insurance

The charity has paid £96 (2022 - £nil) for insurance cover for officers' liability covering trustees and staff members.

## 20. Operating lease commitments

At 31 March 2023 the charity had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

|                                                                                                           | 2023<br>£     | 2022<br>£     |
|-----------------------------------------------------------------------------------------------------------|---------------|---------------|
| Later than 1 year and not later than 5 years                                                              | <u>£1,890</u> | <u>£1,793</u> |
| The following lease payments have been recognised as an expense in the Statement of Financial Activities. |               |               |
|                                                                                                           | 2023<br>£     | 2022<br>£     |
| Operating lease rentals                                                                                   | <u>£1,890</u> | <u>£1,793</u> |

## 21. Related party transactions

There are no further related party transactions to disclose.

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# Accounts

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**BRITISH ACOUSTIC NEUROMA ASSOCIATION CIO**

Charity number 1165065



**Trustees' Report and Financial Statements**

**Unaudited**

**For the year ended 31 March 2022**

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**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS  
TRUSTEES AND ADVISORS FOR THE YEAR ENDED 31 MARCH 2022**

|                           |                                                                                                                                                                                                                                                     |
|---------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Trustees                  | A Wadeson (Acting chair) November 2021<br>S Lloyd<br>B Jackson<br>J Buttimore (appointed August 2021)<br>A Read (appointed May 2022)<br>J Carson (appointed August 2022)<br>K Frampton (resigned November 2021)<br>J Gibbons (resigned August 2022) |
| Charity Registered Number | 1165065                                                                                                                                                                                                                                             |
| Principal Office          | Tapton Park Innovation Centre<br>Brimington Road<br>Chesterfield<br>Derbyshire<br>S41 0TZ                                                                                                                                                           |
| Chief Executive Officer   | J Dixon                                                                                                                                                                                                                                             |
| Accountant                | A Shipsey<br>Chartered Institute Management Accountants, Associate                                                                                                                                                                                  |
| Bankers                   | CAF Bank Ltd<br>25 Kings Hill Avenue<br>Kings Hill<br>West Malling<br>Kent<br>ME19 4JQ<br><br>Monmouth Building Society<br>John Frost Square<br>Newport<br>South Wales<br>NP20 1PX                                                                  |



Our Chair presents her statement as Acting Chair of The British Acoustic Neuroma Association CIO.

I am delighted to introduce the BANA annual report for 2021/22.

The last year has been strange as we all get back to some semblance of normality. We have faced various challenges within BANA, including continuing to offer virtual support groups and safely re-introducing face-to-face meetings in multiple locations. Clearly, there is still a genuine call for support, and we have welcomed new groups starting in areas including Essex and Exeter. We could not do this without the continuing support of volunteers.

Within the BANA office and Board team, we have seen familiar faces leave us and new ones step into fulfilling roles within admin and as volunteers. I have enjoyed the opportunity to act as Chair over recent months but will be taking a step back later in 2022.

Our office staff continue to support our members, with Julie, CEO, and Heather supporting those newly diagnosed, offering regular access to information, arranging memberships and helping to set up support groups. With Ishvarya keeping on top of our finances. We appreciate that there is so much more that goes on behind the scenes and are genuinely appreciative of the work they do.

There has been a lot to celebrate over the last year. Our National Acoustic Neuroma Awareness day took place on 1<sup>st</sup> July for the 5<sup>th</sup> year. We held a successful webinar with Helen Martin, Senior physiotherapist, discussing facial palsy rehabilitation. In addition, with members Wearing Blue for BANA – raising awareness around the country and taking the opportunity to explain about Acoustic Neuroma. We strive to continue to raise awareness and always want to make next year's Awareness Day bigger and better. We welcome ideas for fundraising and ways to raise BANA's profile and encourage you to get in touch. There have been many significant fundraising events, including a Channel Swim (in a local pool)! A mammoth bike ride and a Lake District Ultra Marathon! We have had cake sales, coffee mornings and donations. It all adds up and helps us to support you, our members.

We look forward to our annual conference in October – our first in-person in two years - where we have some great talks planned from ENT specialists, balance therapists and patient experiences.

We hope to continue to offer more support in the years ahead with access to counselling, lip reading and written information. We are always keen to have volunteers work with us in various capacities, so get in touch with the office staff if you wish to discuss this.

Let us keep driving the agenda to raise awareness of Acoustic Neuroma.

Andrea Wadeson  
Acting Chair

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

The trustees present their annual report and the charity's financial statements from 1 April 2021 to 31 March 2022.

The trustees confirm that the annual report and financial statements of the charity comply with the current statutory requirements, the requirements of the charity's governing document and the provisions for the Statement of Recommended Practice (SORP) (FRS 102)

Objectives and activities

Our vision

- Acoustic Neuroma is no longer a life-changing diagnosis, and those affected have access to appropriate support. Opportunities to connect, share experiences, access relevant information and timely social support opportunities.
- That we are the 'come to' charity for Acoustic Neuroma support

Our mission statement

- To be trusted, impartial and a reliable source of information and support

Our objectives

- Assist and support people who have been diagnosed or have been treated for Acoustic Neuroma. Along with other related conditions
  - To support family, friends, carers and other support networks
  - Promote and support research assisting rehabilitation and quality of life for people affected by Acoustic Neuroma

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

Objectives and activities (continued)

### 1. Main activities are undertaken to further the charity's purposes for the public benefit

BANA is the only national charity and UK organisation focusing solely on supporting those diagnosed with Acoustic Neuroma. We provide the best support and information possible to all members of BANA along with their family, friends, carers and support networks. The charity will also provide support and information to all people affected by Acoustic Neuroma and to professionals, including health and social care organisations.

Each member pays a membership of £23 (£30 if a joint membership with one other) to help cover running costs. Renewing the membership every year allows us to ensure our database is relative.

Support is given in a variety of ways. Volunteers around the UK host our support groups. Both in-person and virtual. Where members and non-members can attend (who are asked to contribute when attending)

Our Listening Ear Service provides peer-to-peer support by volunteers to members and non-members. The Headline News magazine gives all members information, valuable articles and fundraising events. We manage closed forums, social media groups, and regularly updated help sheets and leaflets. All our information is available in hard copy and electronically. We work with medical establishments and provide support information for their patients.

BANA continues to work at raising awareness with professionals and the public alike. Acoustic Neuroma is a relatively rare condition, not well known. BANA strives to change this perception by partnering with other charities and medical establishments and supporting research projects. We have seen our diligent work taking effect with more medical establishments recognising the value of BANA to their patients and have seen an increase in medical establishments recommending patients contact us and become a member of BANA.

BANA hosts a yearly conference that allows members to meet and hear from medical professionals about recent research and ways to support their well-being. It is an opportunity to meet others with an Acoustic Neuroma.

Our National Acoustic Neuroma Awareness Day is held on 1 July each year, expanding into an Awareness week.

#### **Achievements and performance**

The support we offer would be impossible without volunteers. People giving up their time and providing their skills and energy to help others affected by Acoustic Neuroma.

#### **Volunteers help in the following ways:**

##### **Support**

Following the pandemic, we are gradually moving back to face-to-face support groups while recognising that our virtual groups have been hugely popular within our community. These have steadily grown over the year, and we have held 36 support groups, at least three a month across the UK, supporting over 330 people. We are giving opportunities for people who would never usually meet to come together. They have proved very helpful to many of our members and non-members.

##### **Medical Advisory Panel**

Members of our MAP give their time freely to assist BANA members by answering many medical enquires and writing and updating our help sheets.

Our Trustee Board members oversee the charity's strategic direction and legal responsibilities.

In 2021, BANA had no option but to cancel its much-valued yearly conference and decided to hold it virtually. It turned out to be very successful. We held two webinars and had 180 people register and log in on the day. The day brings together people, their families, and support networks across the country. Many people commented how much they enjoyed the format.

Our Awareness Day, with many members participating in 'Wear blue for BANA' to raise awareness on 1 July. We actively used social media to send our Acoustic Neuroma messages, united by shared experiences.

#### **Our key areas of support offered:**

- Listening skills
- Information given
- Signposting to other support services.

Our Listening Ear Service volunteers continue to be a great source of support to others; members are encouraged to engage with this volunteer service. Our volunteers all have personal experience of being diagnosed with Acoustic Neuroma. Whether they have had surgery or radiotherapy or are on a wait watch, rescan programme. Thirty-eight people

received support via this service. We also pass on the more complex questions to the Medical Advisory Panel for advice. Our magazine Headline News magazine continues to provide information for all members. In the summer of 2021, we launched our newly updated magazine, which was received enthusiastically. We also send bi-monthly newsletters electronically, keeping all members updated with all changes and informing them about virtual and in-person support groups and other opportunities.

We have updated and improved our website, working with our developer to ensure the BANA site is maintained and kept relevant to all seeking support - [www.bana-uk.com](http://www.bana-uk.com).

We could not do what we do without our incredible fundraisers. Once again, they rose to the occasion by doing several individual fundraisers that made a difference. There are so many dedicated people supporting our cause. We are always truly grateful for their support. We continue to raise revenue through subscriptions, donations, legacy, fundraising and sponsorship events. We are thankful to all our supporters who succeed in their endeavours.

#### **Financial review**

##### **Going concern**

After making appropriate enquiries, the trustees expect the charity to have adequate resources to continue its operational existence in the near future. For this reason, they continue to adopt the going concern basis in preparing financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

##### **Reserves policy**

We continue to make savings in our expenses and manage risk appropriately. We are securing core and project funding and moving to a more secure sustainable future. Our procedures and policies are updated regularly and reflect good practices in reducing and minimising risk. We will maintain our reserves policy, reflecting adequate levels of working capital required to meet the legal responsibilities of the charity.

#### **Structure, governance and management**

##### **Constitution**

The British Acoustic Neuroma Association is a registered incorporated charity known as BANA. This report and the financial statement have been prepared following the policies set out in the Constitution adopted on 6 January 2016.

##### **Method of appointment or election of trustees**

Charity management is the responsibility of the trustees elected and co-opted under the terms of the Constitution. The board meets at least four times annually to regularly review strategy, budget and performance. All trustees give their time voluntarily and receive no benefits from the charity. Potential conflicts of interest are stated at the start of each meeting, ensuring transparency is maintained. All trustees receive relevant documents and are given copies of the Business Plan. Trustees are encouraged to attend inexpensive and valid training courses as they arise.

#### **Organisational structure and decision-making**

## BRITISH ACOUSTIC NEUROMA ASSOCIATION CIO

The Board of Trustees is the overarching charity governors with delegated authority for the day-to-day management of all charity matters falling to the appointed CEO.

During this time, one trustee resigned. Two new trustees have been appointed who will broaden the scope of trustees' skills. That will enhance the Boards knowledge and enrich the charity as a whole. We employ three part-time posts a CEO, a Community Support Administrator, and Finance Officer. Along with several volunteers carrying out essential roles across the charity. Our office is staffed daily to ensure those who contact us can access the information needed.

### **Plans for future periods**

#### **Future development**

We will continue to work to ensure that as many people as possible are aware of the support available from BANA and continue our work to increase awareness of Acoustic Neuroma. Along with its physical, psychological and social after-effects. We will support and assist where we can innovative research moving towards a place where Acoustic Neuroma is no longer a life-changing diagnosis. We will continue to build on the successes of our Acoustic Neuroma Awareness Day and will work to develop this into a weeklong event. We recognise that our website is an essential window for people across the UK and further afield. We will endeavour to ensure it is up-to-date with the most appropriate information available to BANA. We will work to continue to provide reliable resources for information for members. We will continue to improve our communication with BANA members. At the same time, we are developing and improving our delivery of virtual support and seeking and planning exciting and informative webinars. Working towards ensuring no person with an Acoustic Neuroma is without support.

Approved by order of the members of the Board of Trustees on 19/11/22. and signed on their behalf by:



A Wadeson  
(Acting Chair of Trustees)

**Independent examiner's report to the trustees of the British Acoustic Neuroma Association CIO**

**I report to the trustees on my examination of the accounts of the British Acoustic Neuroma Association CIO (the Trust) for the year ended 31 March 2022.**

**Responsibilities and basis of report**

**As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').**

**I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.**

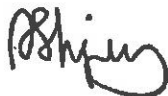
**Independent examiner's statement**

**I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:**

- 1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or**
- 2. the accounts do not accord with those records; or**
- 3. the accounts 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 accounts to be reached.**

**Signed:**



**Name: Andrew Shipsey**

**Relevant professional qualification or membership of professional bodies (if any):**  
**Chartered Institute Management Accountants, Associate**

**Address: 3 Downfield Way, Plymouth PL7 2DU**

**Date: 12<sup>th</sup> November 2022**

**Statement of Financial Activities**  
**For the year end 31 March 2022**

|                                    |      | Unrestricted<br>Funds | Restricted<br>Funds | Total Funds   | Total Funds      |
|------------------------------------|------|-----------------------|---------------------|---------------|------------------|
|                                    |      | 2022                  | 2022                | 2022          | 2021             |
|                                    |      | £                     | £                   | £             | £                |
|                                    | Note |                       |                     |               |                  |
| <b>Income from:</b>                |      |                       |                     |               |                  |
| Donations and legacies             | 3    | 43,322                | -                   | 43,322        | 39,792           |
| Charitable activities              | 4    | -                     | -                   | -             | 9,290            |
| Other Trading Activities           | 5    | 29,938                | -                   | 29,938        | 12,697           |
| Investments                        | 6    | 68                    | -                   | 68            | 68               |
| Other                              | 7    | 411                   | -                   | 411           | 24,040           |
| <b>Total Income</b>                |      | <b>73,739</b>         | <b>-</b>            | <b>73,739</b> | <b>85,887</b>    |
| <b>Expenditure on:</b>             |      |                       |                     |               |                  |
| Raising Funds                      |      | 532                   | -                   | 532           | 566              |
| Charitable activities              | 8    | 53,087                | 2,848.68            | 55,935        | 44,026           |
| <b>Total Expenditure</b>           |      | <b>53,619</b>         | <b>2,848.68</b>     | <b>56,467</b> | <b>44,593</b>    |
| <b>Net Movement on Funds:</b>      |      | <b>20,120.80</b>      | <b>( 2,848.68)</b>  | <b>17,272</b> | <b>41,294.51</b> |
| <b>Reconciliation of funds:</b>    |      |                       |                     |               |                  |
| Total Funds brought forward        |      | 55,996.05             | 0.00                | 55,996        | 30,510           |
| Net movement in funds              |      | 20,121                | ( 2,849)            | 17,272        | 41,295           |
| <b>Total Funds Carried forward</b> |      | <b>76,117</b>         | <b>( 2,849)</b>     | <b>73,268</b> | <b>71,805</b>    |

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

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

**BRITISH ACOUSTIC NEUROMA ASSOCIATION CIO**

**Balance Sheet  
AS AT 31 MARCH 2022**

|                                                |             | <b>2022</b>          | <b>2021</b>          |
|------------------------------------------------|-------------|----------------------|----------------------|
|                                                |             | <b>£</b>             | <b>£</b>             |
|                                                | <b>Note</b> |                      |                      |
| <b>Fixed Assets</b>                            |             |                      |                      |
| Tangible Assets                                | 12          | -                    | -                    |
| <b>Current Assets</b>                          |             |                      |                      |
| Stock                                          | 13          | -                    | -                    |
| Debtors                                        | 14          | 521                  | 824                  |
| Cash at bank and in hand                       |             | 92,306               | 76,394               |
|                                                |             | <hr/>                | <hr/>                |
|                                                |             | 92,827               | 77,217               |
| Creditors: amounts falling due within one year | 15          | <u>( 3,750)</u>      | <u>( 5,413)</u>      |
| <b>Net Current Assets</b>                      |             | <b>89,077</b>        | <b>71,805</b>        |
|                                                |             | <hr/>                | <hr/>                |
| <b>Total Net Assets</b>                        |             | <b><u>89,077</u></b> | <b><u>71,805</u></b> |
| <b>Charity Funds</b>                           |             |                      |                      |
| Restricted funds                               | 16          | 12,960               | 15,808               |
| Unrestricted funds                             | 17          | 76,117               | 55,996               |
|                                                |             | <hr/>                | <hr/>                |
| <b>Total Funds</b>                             |             | <b><u>89,077</u></b> | <b><u>71,805</u></b> |

The financial statements were approved and authorised for issue by the trustees on 19<sup>th</sup> November 2022 and signed on their behalf by:



A Wadeson  
(Acting Chair of Trustees)



B Jackson  
(Vice Chair of Trustees)

The notes of pages 10 to 21 form part of these financial statements.

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

**1. Accounting Policies**

**1.1 Basis of preparation of financial statements**

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and Charities Act 2011.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

British Acoustic Neuroma Association CIO 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.

**1.2 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.

At the date of signing there is a degree of uncertainty about the economic impact of COVID-19. The trustees continue to monitor the position closely however they believe that the company can continue at its current level of activity subject to continued support from funders and the bank and they therefore continue to adopt the going concern basis.

**1.3 Income**

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

The recognition of income from legacies is dependent on establishing entitlement, the probability of receipt and the ability to estimate with sufficient accuracy the amount receivable. Evidence of entitlement to the legacy exists when the charity has sufficient evidence that a gift has been let to them (though knowledge of the existence of a valid will and the death of the benefactor) and the executor is satisfied that the property in question will not be required to satisfy claims in the estate.

Receipt of a legacy must be recognised when it is probable that it will be received and the fair value of the amount

receivable, which will generally be the expected cash amount to be distributed to the charity, can be reliably measured.

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects. Gifts donated for resale are included as income when they are sold. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation. Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

#### **1.4 Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified as activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which are contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

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

All expenditure is inclusive of irrecoverable VAT.

#### **1.5 Interest receivable**

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

#### **1.6 Tangible fixed assets and depreciation**

Tangible fixed assets costing £500 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, using the straight-line method.

Depreciation is provided on the following bases:

|                    |                     |
|--------------------|---------------------|
| Office equipment   | - 25% straight line |
| Computer equipment | - 25% straight line |

Gains and losses on disposals are determined by comparing the proceeds with the carrying amount and are recognised in the statement of financial activities.

### **1.7 Stocks**

Stocks are valued at the lower end of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Costs includes all direct costs and an appropriate proportion of fixed and variable overheads.

### **1.8 Debtors**

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

### **1.9 Cash at the bank and in hand**

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

### **1.10 Liabilities and provisions**

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

Liabilities are measured at the amount that the charity anticipates it will pay to settle the debt or the amount it has received as advance payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the statement of financial activities as a finance cost.

### **1.11 Financial instruments**

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

### **1.12 Operating leases**

Rentals paid under operating leases are charged to the statement of financial activities on a straight line basis over the lease term.

#### **1.13 Pensions**

The charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the charity to the fund in respect of the year.

#### **1.14 Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes/ The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

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

### **2. General information**

British Acoustic Neuroma Association CIO is a charitable incorporated organisation, registered with The Charity Commission in England, registration number, 1165065.

## BRITISH ACOUSTIC NEUROMA ASSOCIATION CIO

### 3. Income from Donations and legacies

|                                   | Unrestricted Funds | Total Funds   | Total Funds   |
|-----------------------------------|--------------------|---------------|---------------|
|                                   | 2022               | 2022          | 2021          |
|                                   | £                  | £             | £             |
| <b>Similar incoming resources</b> |                    |               |               |
| Membership                        | 15,480             | 15,480        | 16,536        |
| Area group income                 | -                  | -             | -             |
| Donations                         | 27,842             | 27,842        | 23,256        |
| Legacies                          | -                  | -             | -             |
|                                   | <u>43,321.98</u>   | <u>43,322</u> | <u>39,792</u> |

### 4. Income from charitable activities

|                                 | Unrestricted Funds | Restricted Funds | Total Funds | Total Funds  |
|---------------------------------|--------------------|------------------|-------------|--------------|
|                                 | 2022               | 2022             | 2022        | 2021         |
|                                 | £                  | £                | £           | £            |
| Activities and sales            | -                  | -                | -           | -            |
| Medical products contributions  | -                  | -                | -           | -            |
| National Lottery Awards for All | -                  | -                | -           | -            |
| Community fund - Listening Ear  | -                  | -                | -           | 9,290        |
|                                 | <u>-</u>           | <u>-</u>         | <u>-</u>    | <u>9,290</u> |

### 5. Income from other trading activities

#### Income from fundraising events

|             | Unrestricted Funds | Total Funds | Total Funds |
|-------------|--------------------|-------------|-------------|
|             | 2022               | 2022        | 2021        |
|             | £                  | £           | £           |
| Sponsorship | -                  | -           | 1,972       |

## BRITISH ACOUSTIC NEUROMA ASSOCIATION CIO

|                    |               |                      |               |
|--------------------|---------------|----------------------|---------------|
| Fundraising events | 29,938        | <b>29,938</b>        | 10,725        |
|                    | <u>29,938</u> | <u><b>29,938</b></u> | <u>12,697</u> |

### 6. Investment Income

|               | Unrestricte<br>d Funds<br>2022<br>£ | Total<br>Funds<br>2022<br>£ | Total<br>Funds<br>2021<br>£ |
|---------------|-------------------------------------|-----------------------------|-----------------------------|
| Bank Interest | 68                                  | 68                          | 68                          |

### 7. Other Income

|                            | 2022<br>£         | 2021<br>£            |
|----------------------------|-------------------|----------------------|
| Local Council COVID Grant  | 0                 | 10,000               |
| Government Furlough scheme | 0                 | 14,040               |
| Tution amount              | <u>411</u>        | <u>24,040</u>        |
|                            | <u><b>411</b></u> | <u><b>24,040</b></u> |

### 8. Analysis of expenditure by activities

|                                  | Support<br>Costs<br>2022<br>£ | Support<br>Costs<br>2021<br>£ |
|----------------------------------|-------------------------------|-------------------------------|
| Support Costs                    | 56,467                        | 44,593                        |
| <b>Analysis of support Costs</b> |                               |                               |
| Staff Costs                      | 34,400                        | 29,516                        |
| Depreciation                     | -                             | 203                           |
| Medical Products                 | -                             | -                             |
| Rent, rates and services         | 6,785                         | 4,911                         |

## BRITISH ACOUSTIC NEUROMA ASSOCIATION CIO

|                                    |                      |                      |
|------------------------------------|----------------------|----------------------|
| Equipment repairs and renewals     | -                    | 144                  |
| Insurance                          | 96                   | 185                  |
| Travel expenses                    | 386                  | -                    |
| Telephone and postage              | 886                  | 788                  |
| Printing and stationery            | 455                  | 289                  |
| Magazines, leaflets and books      | 1,269                | 745                  |
| Activities and meetings            | -                    | -                    |
| Area group support                 | -                    | 20                   |
| Fundraising, publicity and website | 987                  | 1,593                |
| Computer Costs                     | 1,560                | 1,676                |
| Counselling Services               | 240                  | 2,115                |
| Credit card charges                | 532                  | 566                  |
| Sundry expenses                    | 1,167                | 558                  |
| Cost of Goods sold / trading       | -                    | -                    |
| Accountancy charges                | -                    | 420                  |
| Consultancy and Professional fees  | 420                  | 864                  |
| Trustees meeting costs             | -                    | -                    |
| New website 2021                   | <u>7,284</u>         | <u>-</u>             |
|                                    | <u><u>56,467</u></u> | <u><u>44,593</u></u> |

### 9. Independent examiners remuneration

|                                                                                                                     | 2022 | 2021 |
|---------------------------------------------------------------------------------------------------------------------|------|------|
|                                                                                                                     | £    | £    |
| Fees payable to the charity's independent examiner for the independent examination of the charity's annual accounts | -    | -    |
| Fees payable to the charity's independent examiner in respect of all other services not included above accounts     | 420  | 420  |

**10. Staff Costs**

|                                                      | <b>2022</b>   | <b>2021</b>   |
|------------------------------------------------------|---------------|---------------|
|                                                      | <b>£</b>      | <b>£</b>      |
| Wages and salaries                                   | <b>32,607</b> | <b>28,083</b> |
| Contribution to defined contribution pension schemes | <b>1,793</b>  | <b>1,433</b>  |
|                                                      | <b>34,400</b> | <b>29,516</b> |

The average number of persons employed by the charity during the year was as follows

|                       | <b>2022</b> | <b>2021</b> |
|-----------------------|-------------|-------------|
|                       | <b>No</b>   | <b>No</b>   |
| Charitable activities | <b>3.00</b> | <b>2.25</b> |

**11. Trustee remuneration and expenses**

During the year, no trustee received any remuneration or other benefits (2021 £NIL)

During the year ended 31 March 2022, travel expenses totalling £nil were reimbursed or paid directly to trustee (2021£nil)

**12. Tangible fixed assets**

|                          | <b>Office equipment</b> | <b>Computer equipment</b> | <b>Total</b> |
|--------------------------|-------------------------|---------------------------|--------------|
|                          | <b>£</b>                | <b>£</b>                  | <b>£</b>     |
| <b>Cost or valuation</b> |                         |                           |              |
| At 1 April 2021          | -                       | -                         | -            |
| At 31 March 2022         | -                       | -                         | -            |
| <b>Depreciation</b>      |                         |                           |              |
| At 1 April 2021          | -                       | -                         | -            |
| Charge for the year      | -                       | -                         | -            |
| At 31 March 2022         | -                       | -                         | -            |

**Net Book Value**

At 31 March 2022

At 1 April 2021

**13. Stocks**

|                                     | <b>2022</b> | <b>2021</b> |
|-------------------------------------|-------------|-------------|
|                                     | <b>£</b>    | <b>£</b>    |
| Finished goods and goods for resale | <u>0</u>    | <u>0</u>    |

**14. Debtors**

|                                | <b>2022</b> | <b>2021</b> |
|--------------------------------|-------------|-------------|
|                                | <b>£</b>    | <b>£</b>    |
| Trade Debtors                  | -           | -           |
| Prepayments and accrued income | -           | 534         |
| Tax recoverable                | 521         | 290         |
|                                | <u>521</u>  | <u>824</u>  |

**15. Creditors : amounts falling due within one year**

|                                    | <b>2022</b>  | <b>2021</b>  |
|------------------------------------|--------------|--------------|
|                                    | <b>£</b>     | <b>£</b>     |
| Other taxation and social security | -            | -            |
| Other creditors                    | 3,047        | 4,042        |
| Accruals and deferred income       | 704          | 1,371        |
|                                    | <u>3,750</u> | <u>5,413</u> |

# BRITISH ACOUSTIC NEUROMA ASSOCIATION CIO

## 16. Statement of Funds

Statement of funds - current year

|                                | Balance at<br>1 April 2021 | Income               | Expenditure             | Balance at<br>31 March<br>2022 |
|--------------------------------|----------------------------|----------------------|-------------------------|--------------------------------|
|                                | £                          | £                    | £                       | £                              |
| <b>Unrestricted funds</b>      |                            |                      |                         |                                |
| General funds                  | <u>55,996</u>              | <u>73,739</u>        | <u>( 53,619)</u>        | <u>76,117</u>                  |
| <b>Restricted funds</b>        |                            |                      |                         |                                |
| Research Fund                  | 1,000                      | -                    | -                       | 1,000                          |
| Awards for All NI              | 7,724                      | -                    | -                       | 7,724                          |
| Community fund - Listening Ear | 6,104                      | -                    | ( 2,849)                | 3,255                          |
| West Midlands Branch           | <u>981</u>                 | <u>-</u>             | <u>-</u>                | <u>981</u>                     |
|                                | <u>15,808</u>              | <u>-</u>             | <u>( 2,849)</u>         | <u>12,960</u>                  |
| <b>Total funds</b>             | <u><b>71,805</b></u>       | <u><b>73,739</b></u> | <u><b>( 56,467)</b></u> | <u><b>89,077</b></u>           |

Statement of funds - Prior Year

|                                | Balance at<br>1 April 2020 | Income        | Expenditure      | Balance at<br>31 March<br>2021 |
|--------------------------------|----------------------------|---------------|------------------|--------------------------------|
|                                | £                          | £             | £                | £                              |
| <b>Unrestricted funds</b>      |                            |               |                  |                                |
| General funds                  | <u>20,369</u>              | <u>76,597</u> | <u>( 40,971)</u> | <u>55,996</u>                  |
| <b>Restricted funds</b>        |                            |               |                  |                                |
| Research Fund                  | 1,000                      | -             | -                | 1,000                          |
| Awards for All NI              | 8,160                      | -             | ( 436)           | 7,724                          |
| Community fund - Listening Ear | -                          | 9,290         | ( 3,186)         | 6,104                          |
| West Midlands Branch           | <u>981</u>                 | <u>-</u>      | <u>-</u>         | <u>981</u>                     |
|                                | <u>10,141</u>              | <u>9,290</u>  | <u>( 3,622)</u>  | <u>15,808</u>                  |

|                    |                      |                      |                         |                      |
|--------------------|----------------------|----------------------|-------------------------|----------------------|
| <b>Total funds</b> | <b><u>30,510</u></b> | <b><u>85,887</u></b> | <b><u>( 44,593)</u></b> | <b><u>71,805</u></b> |
|--------------------|----------------------|----------------------|-------------------------|----------------------|

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements

## 17. Analysis of net assets between funds

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

|                             | <b>Unrestrict<br/>ed Funds</b> | <b>Restricted<br/>Funds</b> | <b>Total<br/>Funds</b> |
|-----------------------------|--------------------------------|-----------------------------|------------------------|
|                             | <b>2022</b>                    | <b>2022</b>                 | <b>2022</b>            |
|                             | <b>£</b>                       | <b>£</b>                    | <b>£</b>               |
| Tangible fixed Assets       | -                              | -                           | -                      |
| Current Assets              | 79,867                         | 12,960                      | <b>92,827</b>          |
| Creditors due within 1 year | <u>( 3,750)</u>                | <u>-</u>                    | <u><b>( 3,750)</b></u> |
| <b>Total</b>                | <b><u>76,117</u></b>           | <b><u>12,960</u></b>        | <b><u>89,077</u></b>   |

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

|                             | <b>Unrestrict<br/>ed Funds</b> | <b>Restricted<br/>Funds</b> | <b>Total<br/>Funds</b> |
|-----------------------------|--------------------------------|-----------------------------|------------------------|
|                             | <b>2021</b>                    | <b>2021</b>                 | <b>2021</b>            |
|                             | <b>£</b>                       | <b>£</b>                    | <b>£</b>               |
| Tangible fixed Assets       | -                              | -                           | -                      |
| Current Assets              | 61,409                         | 15,808                      | <b>77,217</b>          |
| Creditors due within 1 year | <u>( 5,413)</u>                | <u>-</u>                    | <u><b>( 5,413)</b></u> |
| <b>Total</b>                | <b><u>55,996</u></b>           | <b><u>15,808</u></b>        | <b><u>71,805</u></b>   |

**18. Pension commitments**

The charity operates a defined contributions pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund. The pension cost charge represents contributions payable by the charity to the fund and amounts to £1,434 (2021 - £1,443). There were no outstanding contributions payable to the fund at the balance sheet date.

**19. Officers' liability insurance**

The charity has paid £96 (2021 - £96) for insurance cover for officers' liability covering trustees and staff members.

**20. Operating lease commitments**

|                                              | 2022<br>£ | 2021<br>£  |
|----------------------------------------------|-----------|------------|
| Later than 1 year and not later than 5 years | <u>-</u>  | <u>187</u> |

The following lease payments have been recognised as an expense in the statement of financial activities.

|                         | 2022<br>£    | 2021<br>£    |
|-------------------------|--------------|--------------|
| Operating lease rentals | <u>6,402</u> | <u>4,800</u> |

**21. Related party transaction**

There are no further related party transactions to disclose.

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# Accounts

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BRITISH ACOUSTIC NEUROMA  
ASSOCIATION CIO

Trustees' Report and Financial Statements

Unaudited

For the year ended 31 March 2021

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REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS  
TRUSTEES AND ADVISORS

FOR THE YEAR ENDED 31 MARCH 2020

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|                           |                                                                                                                                                                                    |
|---------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Trustees                  | K Frampton Chair<br>A Wadeson Vice Chair<br>J Gibbons Treasurer<br>S Lloyd<br>B Jackson (appointed May 2020)<br>AP Wainwright (Resigned 30 September 2020)                         |
| Charity Registered Number | 1165065                                                                                                                                                                            |
| Principal Office          | Tapton Innovation Centre<br>Brimington Road<br>Chesterfield<br>Derbyshire<br>S41 0TZ                                                                                               |
| Chief Executive Officer   | J Dixon                                                                                                                                                                            |
| Accountant<br>Bankers     | CAF Bank Ltd<br>25 Kings Hill Avenue<br>Kings Hill<br>West Malling<br>Kent<br>ME19 4JQ<br><br>Monmouth Building Society<br>John Frost Square<br>Newport<br>South Wales<br>NP20 1PX |

Report of the Chair



As Chair of Trustees, I wish to extend my thanks to everyone who is involved with or has supported BANA during the past year.

This includes the staff team: - Julie Dixon who as CEO manages and oversees every aspect of the charity, Heather Trueman who largely supports our members and support groups and Ayedole who has responsibility for the finances. All are part time. Also, my fellow trustees who are all committed to seeing BANA fulfil our aims and ambitions and develop our work further and of course our wonderful members, supporters and donors. I am so grateful to you all in whatever capacity you are involved. Thank you most sincerely.

At the heart of BANA's work is our USP of being the only UK charity that wholly supports those with Acoustic Neuroma (also known as Vestibular Schwannomas), their families, carers and other support networks. We aim to connect, support, share experiences, reduce social isolation, improve mental wellbeing and support innovative research as well as providing useful resources to help those affected by Acoustic Neuromas understand more about their conditions and sign posting to other support if appropriate. These vital activities form the solid foundation of BANA.

We are developing better links with healthcare professionals and although there is still work to do, we are beginning to ensure that all those who meet patients within healthcare are aware of the support services BANA can provide. Through these partnerships BANA is developing and learning. We are grateful to be invited to attend the British Skull Base Society (BSBS) yearly conference. This year, held in London, Julie, Heather and myself attended over two days and Julie was given the opportunity to speak to the specialist nurses, informing other professionals of the support services and brochures BANA provides.

We continue to welcome people, (patients and families) through our support groups up and down the country, developing support through the first Northern Ireland meeting.

During the year BANA was able to invite some of our members to take part in research studies around symptoms and effects developing our information and knowledge further for all, which is so rewarding.

Our social media pages continue to grow and spread the word about our support and are a source that is trusted and valued by our members.

There are new challenges that have appeared over the last month with Covid -19 and lockdown across the country causing so much difficulty and anxiety for BANA and our members. We hope this will be short-lived.

Finally, can I say again a big thank you to our numerous supporters. We are reliant on the generosity of fundraisers and donors and those taking

part in events to raise funds for BANA. We really could not continue without your support and we are committed to spending the money you raise wisely.

Our members are invaluable too, with membership income vital to support our continuing work.

I am hugely grateful to our volunteers too, whether you help with publishing our magazine, proof read, make and sell, or take part in challenge events or simply pull on a blue shirt and send in a selfie for Wear Blue for BANA Day, you are all amazing and we are very grateful. Thank you!

Here's looking forward to another successful year in 2019/20. There is, as always much to do!

Best wishes to everyone.

## The Trustees Report For year ended 31 March 2021

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The trustees present their annual report together with the financial statements of the charity for the year. 1 April 2020 to 31 March 2021. The trustees confirm that the annual report and financial statements of the charity comply with the current statutory requirements, the requirements of the charity's governing document and the provisions for the Statement of Recommended Practice (SORP) (FRS 102)

### Objectives and activities

#### Our vision

- That Acoustic Neuroma is no longer a life-changing diagnosis and those affected have access to appropriate support. Having opportunities to connect, share experiences, have access to appropriate information and timely opportunities of social support.
- That we are the 'come to' charity for Acoustic Neuroma support

#### Our mission statement

- To be trusted, impartial and be a reliable source of information and support

#### Our objectives

- Assist and support people who have been diagnosed or have been treated for Acoustic Neuroma. Along with other related conditions
- To support family, friends, carers and other support networks
- Promote and support research assisting rehabilitation and quality of life for people affected by Acoustic Neuroma

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

#### Objectives and activities (continued)

1. Main activities are undertaken to further the charity's purposes for the public benefit

BANA is the only national charity and UK organisation that wholly supports those diagnosed with Acoustic Neuroma. Providing the best support and information possible to all members of BANA along with their family, friends, carers and support networks. The charity will also provide support and information to all people affected by Acoustic Neuroma and to professionals, including health and social care organisations.

Each member pays a yearly membership of £23 (£30 if a joint membership with one other) to help cover running costs.

Renewing the membership every year allows us to ensure our database is relative.

Support is provided in a variety of ways. Our support groups are hosted by volunteers around the UK. Both in person and virtual. Where members and non-members can attend (who are requested to contribute to attendance). Our listening ear programme provides peer to peer support by volunteers to members and non-members. The Headline News magazine goes out to all members offering information, useful articles and fundraising events. We manage closed forums and social media groups along with information and regularly updated help sheets and leaflets. All our information is available in hard copy and electronically. We work in conjunction with medical establishments and provide support information for their patients.

BANA continues to work at raising awareness with professionals and the public alike. Acoustic Neuroma is a relatively rare condition, not well known. BANA strives to change this perception by working in partnership with other charities, medical establishments and supporting research projects. We have seen our diligent work taking effect with more medical establishments recognising the value of BANA to their patients and have seen an increase in medical establishments recommending patients contact and become a member of BANA.

BANA also hosts a yearly conference giving members opportunities to meet and be able to hear from medical professionals about recent research; ways to support their wellbeing and opportunities to meet other BANA members.

A National Acoustic Neuroma Awareness Day is held on 1<sup>st</sup> July each year with this being expanded into an Awareness week.

### **Achievements and performance**

The support we offer would be impossible without volunteers. People giving up their time and providing their skills and energy to help others affected by Acoustic Neuroma.

## **Volunteers help in the following ways:**

Because of the pandemic, we moved all the in-person support groups to virtual groups and these have steadily grown over the year. We have held at least three a month across the whole of the UK. They have given opportunities for people who would never usually meet to meet. They have proved very helpful to many of our members and non-members.

### **Support**

#### **Medical Advisory Panel**

Without our Group Hosts BANA Support Give their time to assist member's

Groups would simply not run. 247 by answering many support enquires. attendees have attended virtual groups around the UK. Our help sheets and leaflets are

checked for accuracy.

### **Governance**

Members volunteer their time to attend Volunteers helped with social media

strategic direction and legal graphic design and fundraising responsibilities of the charity.

For the first time BANA had no option by to put out a call to action to members. To help us to continue to ensure that BANA would be able to move forward and still be available to those with Acoustic Neuroma, their families, friends, carers and other support networks. The members and their supporters rose to the occasion and ensured we would be able to move forward. Thank you.

In 2020 BANA had no option but to cancel their much valued yearly conference and decided to hold it virtually. It turned out to be very successful. We held two webinars and had 168 people register and log in on the day. With the day bringing together people and their families and support networks from across the country. Many people commented how much they enjoyed the format.

We also decided to move our Awareness Day online taking this opportunity to extend from a day to 3 days. So many members wore 'Wear blue for BANA' to raise awareness on 1st July followed by three webinars. We reached out to over 240 people, with several people coming in from Europe.

Many of those with Acoustic Neuroma temporarily lost their specialist support and/or had their surgery postponed due to the pandemic. As a

consequence, we saw an increase in people phoning BANA for support. We were lucky to received funding from The Big Lottery allowing us to provide short term therapy sessions. We were able to support 52 members with four counselling sessions each. We also took many support calls. Those ringing are often distressed and anxious because of their temporary loss of medical support along with the issues that came with it. Many of those who rang have never met anyone with or heard of the condition.

Our key areas of support offered:

- Listening skills
- Information given
- Signposting to other support services.

Our Listening Ear volunteers continue to be a great source of support to others, those that ring are encouraged to engage with this volunteer service. Our volunteers all have personal experience of being diagnosed with Acoustic Neuroma. Whether they have had surgery, radiotherapy or are on a wait, watch, rescan programme. forty-three people received support via this service. We also pass on the more complex questions to the Medical Advisory Panel for advice.

Our magazine Headline News was temporarily suspended. In its place, we sent weekly MailChimp electronically, keeping all members up to date with all changes and informing them about virtual support groups and opportunities.

We couldn't do what we do without our wonderful fundraisers. Once again they rose to the occasion by doing several individual fundraisers that made a difference when so much had to be cancelled. There are so many dedicated people supporting our cause. We are always truly grateful for your support.

We could not end this period of reporting without mentioning what we continue to experience at present. We went into lockdown in early March 2020 with all support groups suspended indefinitely and the launch of our new Northern Ireland group being cancelled only a week before launch. We have continued to do our best to support those who have had surgery cancelled and the many who have temporarily lost their specialist nurse contact with reduced staff on duty. We have continued to explore ways to keep in touch and support as many people as possible. We have put in place virtual support groups for members that have been well received. We have been successful in gaining funding to support members.

**Financial review**  
**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.

### **Reserves policy**

We continue to make savings in our expenses and manage risk appropriately. Securing core and project funding and moving to a more secure sustainable future. Our procedures and policies are updated regularly and reflect good practice reducing and minimising risk in general. We continue to raise revenue through subscriptions, donations, legacy, fundraising and sponsorship events. We are grateful to all our supporters who are so successful in their endeavours.

We will maintain our reserves policy, reflecting adequate levels of working capital required to meet the legal responsibilities of the charity.

### **Structure, governance and management**

#### **Constitution**

The British Acoustic Neuroma Association is a registered incorporated charity and also known under the working name BANA. This report along with the financial statement has been prepared following the policies as set out in the Constitution adopted 6 January 2016.

#### **Method of appointment or election of trustees**

The management of the charity is the responsibility of the trustees who are elected and co-opted under the terms of the Constitution. The board meets at least four times per year to regularly review strategy, budget and performance. All trustees give their time voluntarily and receive no benefits from the charity. Potential conflicts of interest are stated at the start of each meeting ensuring transparency is maintained. All trustees receive relevant documents and given copies of the Business Plan. They are also able to attend inexpensive training courses as they arise.

#### **Organisational structure and decision making**

BANA's Board of Trustees is the overarching governors of the charity with delegated authority for the day to day management of all charity matters falling to the appointed CEO.

During this time one trustee resigned. With two new trustees appointed who will broaden the scope of skills of trustees. That will enhance the Boards knowledge and enrich the charity as a whole. We employ two part-time posts a CEO and a Community Support Administrator. Along with several volunteers carrying out essential roles across the charity. Our office is manned daily to ensure those who contact us can access the information needed.

#### **Plans for future periods**

##### **Future development**

We will continue to ensure that as many people as possible are aware of BANA, and continue our work to increase awareness of Acoustic Neuroma. Along with its physical, psychological and social after-effects. We will support and assist in innovative research moving towards a place

where Acoustic Neuroma is no longer a life-changing diagnosis. We continue to build on the success of the fifth Acoustic Neuroma Awareness Day and will work to develop this as a week-long event. We will build on developing our local media profile around the UK and continue to provide reliable resources for information for members. We will be developing and improving our website. We will be exploring opportunities to improve our Headline magazine and ways to improve our communication with BANA members. We also wish to increase the number of support groups around the UK. While developing and improving our delivery of virtual support and interesting and informative webinars. Working towards ensuring no person with an Acoustic Neuroma is without support.