

HEALTH CARE SUPPLY ASSOCIATION
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

HEALTH CARE SUPPLY ASSOCIATION
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FOR THE YEAR ENDED 31 MARCH 2022

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HEALTH CARE SUPPLY ASSOCIATION

REFERENCE AND ADMINISTRATION

Charity name:	Health Care Supply Association
Charity Registration number:	1170161
Registered Office:	2 nd Floor The Fragrance House Haydon Wells BA5 3FF
Chairperson:	M Roscow MBE
Trustees:	I M Turner Professor D Eaton W Hall R G Waddell L Quirke S J Walsh - appointed 4 October 2021
Bank:	Lloyds Bank plc 30 High Street Coventry CV1 5RE
Accountants:	Nigelmarks Ltd 2 nd Floor The Fragrance House Haydon Wells Somerset BA5 3FF

HEALTH CARE SUPPLY ASSOCIATION

TRUSTEES' ANNUAL REPORT

FOR THE YEAR ENDED 31 MARCH 2022

Objectives and Activities

The Association's purpose (principal activities) as set out in its constitution dated 1 November 2016 is to promote and protect good health for the public benefit by promoting the efficiency of the National Health Service (NHS) across the UK, through:

- a) Education and training of purchasing and supply personnel and purchasing and supply management relating to its duties in supporting the delivery of healthcare services in order to support NHS stakeholders in delivering the best quality and most cost-efficient healthcare: and
- b) Undertaking or commissioning and publishing the beneficial results of research or best practice case studies in related subjects.

In furtherance of the charity objectives, it may:

- a) Facilitate a network for the sharing of knowledge and best practice.
- b) Deliver education and learning events.
- c) Improve quality, excellence, and cost efficiency.
- d) Consult with partners.
- e) Act as the profession's principal advisor for national bodies.

The trustees review the aims and objectives each year. This review looks at what the charity achieved and the outcomes of its work in the previous period. The review helps us ensure our aim, objectives and activities remain focused on our stated purposes. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aim and objectives and in planning our future activities.

Structure, Governance and Management

HCSA is a charitable incorporated organisation registered with the Charities Commission.

There are 5 classifications of membership:

- a) Full membership
- b) Honorary members
- c) Retired members
- d) Associate members
- e) Corporate members

The Trustees manage the affairs of the HCSA and may for that purpose exercise all powers of the HCSA. There must be a minimum of three trustees and a maximum of twelve. At the first AGM all the trustees shall retire from office. At every subsequent AGM one-third of the trustees shall retire from office.

All trustees give their time voluntarily and receive no salaries from the charity. Any expenses reclaimed are set out in the notes to the accounts.

Trustees' Responsibilities

The charity is required to prepare accounts for each financial year which give a true and fair view of the state of

HEALTH CARE SUPPLY ASSOCIATION

TRUSTEES' ANNUAL REPORT

FOR THE YEAR ENDED 31 MARCH 2022

affairs of the Association and of the surplus or deficit for that period. In preparing those account, the trustees are required to:

- select suitable policies and then apply them consistently.
- make judgements and estimates that are reasonable and prudent: and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the organisation will continue in business.

The trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the accounts comply with Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Reserve policy

The trustees have established a reserves policy of holding a minimum of £175,000 as part of its plans to provide long term support in furtherance of the charity objectives. The reserves held are part of the charity's 31 March 2022 unrestricted income fund balance of £486,274.

Achievements and performance of the charity and future

One of the charity's most successful features has been the Annual Conference. This was once again a well-attended and successful event. The Annual Conference has developed its content and reputation over the years and attracted a capacity attendance from members. Representatives from the major care supply companies from across the UK were also in attendance,

The charity also runs a summer school event for training its members.

Financial Review

Income from all activities in the year to 31 March 2022 was £317,302 and expenditure totalled for £241,823 resulting in a surplus for the year of £75,479 compared to be surplus of £88,345 in the year to 31 March 2021.

The event income has reduced year on year as have related costs as a result of the impact of Covid-19 on the activities of the charity.

Close control over costs has been maintained over the year which mean HCSA has weathered the impact of Covid-19 well. This is demonstrated by a healthy Balance Sheet with reserves of £486,274 at 31 March 2022 which means the charity is financially strong and well placed to serve our members for the forthcoming year and into the future.



I M Turner
Trustee

Dated 15 June 2022

HEALTH CARE SUPPLY ASSOCIATION
INDEPENDENT ACCOUNTANTS REPORT
FOR THE YEAR ENDED 31 MARCH 2022

We report on the unaudited accounts for the year ended 31 March 2022 set out on pages 5 to 8.

RESPECTIVE RESPONSIBILITIES OF OFFICERS AND REPORTING ACCOUNTANT

The charity officers are responsible for the preparation of the accounts, and they consider that the charity is entitled to opt out of an audit. It is our responsibility to carry out procedures designed to enable us to report our opinion.

This report is made in accordance with the terms of our engagement.

Our work has been undertaken so that we might compile the accounts that we have been engaged to compile, report to the charity members that we have done so, and state those matters that we have agreed to state to them in this report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity for our work or for this report.

BASIS OF OPINION

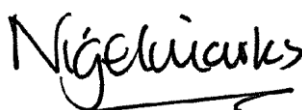
Our work was conducted in accordance with the Statements of Standards for Reporting Accountants, and so our procedures consisted of comparing the accounts with the accounting records kept by the charity and making such limited enquiries of the officers of the charity as we considered necessary for the purposes of this report. These procedures provide the only assurance expressed in our opinion.

OPINION

In our opinion:

- a) The accounts, including the revenue account and balance sheet, agree with the accounting records kept by the charity.
- b) Having regard only to, and on the basis of, the information contained in those accounting records the revenue account and balance sheet comply with the requirements of the Charity Commission.
- c) For the preceding year of account, the financial criteria for the exercise of the power conferred by section 84 were met in relation to the year.

Nigelmarks Ltd
Chartered Certified Accountants
2nd Floor
The Fragrance House
Haydon
Wells
Somerset
BA5 3FF



Dated 15 June 2022

HEALTH CARE SUPPLY ASSOCIATION

STATEMENT OF FINANCIAL ACTIVITIES (including Income and Expenditure account)

FOR THE YEAR ENDED 31 MARCH 2022

	Notes	Unrestricted Funds 2022 £	Unrestricted Funds 2021 £
Income Resources			
Donations, legacies, and subscriptions	2	-	45,309
Charitable Activities			
Event income	3	317,302	212,967
		<u>317,302</u>	<u>258,276</u>
Resources Expended			
Charitable Activities			
<i>Event costs</i>			
Conference Expenditure		81,072	10,450
Training		6,392	20,017
		<u>87,464</u>	<u>30,467</u>
<i>Administration</i>			
Website costs		13,226	1,194
Advertising and promotional		1,100	870
Subscriptions and donations		103	207
Printing, postage, and stationery		1,769	1,518
Computer and IT costs		11,830	7,874
Back-office support		15,382	45,000
		<u>43,410</u>	<u>56,663</u>
Governance			
Meeting costs		2,304	1,053
Insurance		545	443
Professional fees		100,815	72,674
Accountancy		7,285	8,631
		<u>110,949</u>	<u>82,801</u>
Total resources expended		<u>241,823</u>	<u>169,931</u>
Net income / (expenditure)		<u>75,479</u>	<u>88,345</u>
Reconciliation of Funds			
Total funds brought forward		410,795	322,450
Total funds carried forward		<u>486,274</u>	<u>410,795</u>

HEALTH CARE SUPPLY ASSOCIATION

BALANCE SHEET ON 31 MARCH 2022

	Notes	31 March 2022		31 March 2021	
		£	£	£	£
Current Assets					
Trade debtors		32,148		84,600	
Prepayments		5,939		11,962	
Cash at bank and in hand:					
Lloyds		461,560		380,014	
Nat West		110,330		119,595	
		<u>609,977</u>		<u>596,171</u>	
Creditors: amounts falling due within one year					
Deferred income		89,466		129,381	
Creditors and accruals		15,803		34,351	
VAT		18,434		21,644	
		<u>123,703</u>		<u>185,376</u>	
Net Assets		<u>486,274</u>		<u>410,795</u>	
Represented by:					
General unrestricted fund	1	<u>486,274</u>		<u>410,795</u>	
		<u>486,274</u>		<u>410,795</u>	

The financial statements were approved by the trustees on 15 June 2022 and signed on its behalf by:



I M Turner
Trustee



M Roscrow MBE
Trustee

HEALTH CARE SUPPLY ASSOCIATION

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2022

1. Accounting policies

a) Basis of Accounting

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the period.

The financial statements have been prepared under the historical cost convention, and in accordance with SORP FRS 102.

b) Fund accounting

Unrestricted funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds

Restricted funds are subjected to restrictions on their expenditure imposed by the donor. The Charity does not hold any Restricted funds.

c) Incoming resources

All incoming resources are included in the statement of financial activities when the charity is entitled, and virtually certain to receive, the income and the amount can be quantified with reasonable accuracy. The following policies are applied to categories of income:

- Voluntary income is received by way of grants and donations and is included in full in the Statement of Financial Activities when receivable.
- Grants, where entitlement is not conditional on the delivery of a specific performance by the Charity, are recognised when the Charity become unconditionally entitled to the grant.

d) Resources expended.

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates:

- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.
- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity.
- All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis as set out in note 4,

HEALTH CARE SUPPLY ASSOCIATION

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2022

2.	Donations and subscriptions	2022 £	2021 £
	Subscriptions received during the year	-	45,309

3.	Conference and Training income	2022 £	2021 £
	Delegate fees are charged for attendance at the annual conference.	317,302	258,276
	Training fees are charged for specific events.		

4	Total Resources expended		Charitable activities	Governance	2022	2021
			£	£	£	£
	Costs directly allocated to activities					
	Conference expenditure	Direct	81,072	-	81,072	10,450
	Training	Direct	6,392	-	6,392	20,017
	Support costs allocated to activities					
	Website costs	Direct	13,226	-	13,226	1194
	Advertising and promotional	Direct	1,100	-	1,100	870
	Subscriptions and donations	Direct	103	-	103	207
	Printing, postage, and stationery	Direct	1,769	-	1,769	1,518
	Computer and IT costs	Direct	11,830	-	11,830	7,874
	Back-office support	Direct	15,382	-	15,382	45,000
	Meeting costs	Direct	-	2,304	2,304	1,053
	Insurance	Direct	-	545	545	443
	Professional fees	Direct	100,815	-	100,815	72,674
	Accountancy	Direct	-	7,285	7,285	8,631
	Total resources expended		231,689	10,134	241,823	169,931

5. Trustee remuneration and related party disclosures

No trustees received any remuneration during the period of accounts. Trustees have all formally declared their interests.

6. Taxation

As a charity, HCSA is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or S256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

7.	Analysis of Net Assets between funds	2022 Unrestricted funds £	2021 £
	Current assets	609,977	596,171
	Current liabilities	123,703	186,483
		486,274	410,795