

ASSOCIATION OF CHARTERED PHYSIOTHERAPISTS IN NEUROLOGY

England & Wales · Charity number 1180086

Details

Other names ACPIN

Status Registered

Legal form Charitable company

Company number [10898963](#)

Registered 2018-09-26

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

Contact

Address Morrello Clinic
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Langstone Business Park
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Activities

Objects: TO PRESERVE AND PROTECT GOOD HEALTH FOR THE PUBLIC BENEFIT BY WITHIN AREAS OF NEUROLOGY OR PHYSIOTHERAPY OR COGNATE HEALTH-RELATED FIELDS (INCLUDING NEURO-PHYSIOTHERAPY, NEUROSCIENCES, NEURO-TECHNOLOGY, NEUROSURGERY, NEURO-REHABILITATION AND ADJACENT SUBDISCIPLINES) THROUGH EDUCATION, TRAINING, SCHOLARSHIP, RESEARCH, KNOWLEDGE-CREATION, DISSEMINATION AND EXCHANGE, LEADERSHIP, CONTINUING DEVELOPMENT AND OVERALL PRACTICE EXCELLENCE AND ACHIEVEMENT AND FOSTERING DIALOGUE ON RELATED HEALTH AND SOCIAL CARE POLICY AND PROFESSIONALISM.

Activities: TO PRESERVE AND PROTECT GOOD HEALTH FOR THE PUBLIC BENEFIT BY WITHIN AREAS OF NEUROLOGY OR PHYSIOTHERAPY OR COGNATE HEALTH-RELATED FIELDS (INCLUDING NEURO-PHYSIOTHERAPY, NEUROSCIENCES, NEURO-TECHNOLOGY, NEUROSURGERY, NEURO-REHABILITATION AND ADJACENT SUBDISCIPLINES) THROUGH

EDUCATION, TRAINING, SCHOLARSHIP, RESEARCH, KNOWLEDGE-CREATION, DISSEMINATION AND EXCHANGE, LEADERSHIP, CONTINUING DEVELOPMEN

Classification

- **How:** Makes Grants To Individuals, Provides Services, Provides Advocacy/advice/information
- **What:** Education/training, The Advancement Of Health Or Saving Of Lives, Arts/culture/heritage/science
- **Who:** Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies, Other Defined Groups, The General Public/mankind

Geography

- Northern Ireland
- Scotland
- Throughout England And Wales

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£274,247	£271,076	-	-
2023-12-31	£242,685	£122,437	-	-
2022-12-31	£177,611	£132,945	-	-
2021-12-31	£140,725	£61,574	-	-
2020-12-31	£138,432	£78,062	-	-

Trustees

Name	Role	Appointed
ADINE BERENICE ADONIS	Chair	2017-08-03
ANTONIUS JOHANNES BROUWERS		2017-08-03
James Robert Sampson		2020-08-14
Lindsay O'Connor		2025-08-02
NICOLA CLARE GUCK		2017-08-03
PRAVEEN KUMAR		2017-08-03
Renee Groenevelt		2025-08-01

Accounts

REGISTERED COMPANY NUMBER: 10898963 (England and Wales)
REGISTERED CHARITY NUMBER: 1180086

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2024
FOR
ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY

Martin and Company
25 St Thomas Street
Winchester
Hampshire
SO23 9HJ

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

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FOR THE YEAR ENDED 31ST DECEMBER 2024**

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**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST DECEMBER 2024**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31st December 2024. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Primary objectives

The company's objectives are to preserve and protect good health for the public benefit within areas of neurology or physiotherapy or cognate health-related fields (including neuro-physiotherapy, neurosciences, neuro-technology, neurosurgery, neuro-rehabilitation and adjacent subdisciplines). Through education, training, scholarship, research, knowledge-creation, dissemination and exchange, leadership, continuing development and overall practice excellence and achievement and fostering dialogue on related health and social care policy and professionalism.

We review our aims, objectives and business strategy annually, taking into account available resources.

Our main objectives during 2024 were to:

- Increase our external presence.
- Continue embedding the ACPIN office into the day to day running requirements of ACPIN.
- Clarifying charity purpose with people living with neurological conditions.
- Continue to extend and build upon current provision of CPD training through a diverse range of training courses.
- Continue the implementation of a clear Governance structure in line with Charity Commission guidelines.
- Continuing collaborating with other Associations.
- Systematically explore ways in which we can engage with the public more effectively.

Public benefit

The Board has paid due regard to the Charity Commission's guidelines on public benefit. ACPIN remains committed to fostering, for the public benefit, the highest standard of education and resource learning tools for all. This in turn, will enable the delivery of the best possible care for members of the public and their patients, ensuring they are always up-to-date with the latest developments and innovations in this area of physiotherapy. ACPIN recognises the positive effect that high quality, life-long training can have for all.

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST DECEMBER 2024**

ACHIEVEMENT AND PERFORMANCE

ACPIN's Board consists of 6 portfolio holders, including the Chair, Vice Chair and Treasurer, all of whom have a responsibility to grow and develop their areas for the benefit of the public including ACPIN and its members.

A summary of the collective achievements of the Board up until 31st December 2024 is provided below:

- **Membership:** Membership continues to increase and currently ACPIN membership stands at 3170 members. The last year has proven difficult in terms of maintaining member numbers, with one of the highest membership cancellations (n=653) to date.
- **Data Protection:** Full compliance with GDPR regulations, ensuring that no mailing lists are shared with external parties.
- **Distribution of weekly newsletter** to members includes regular clinical and practice-related consultations that members can participate in and a huge uptake in members of the public getting in touch with ACPIN to link in with neurological physiotherapists in their local area. The newsletter continues to expand, and we are now including relevant research calls, patient and public involvement success stories and linking people living with a neurological condition directly with neurological physiotherapists.
- **Increasing the availability of the best evidence for treatment:** We have commissioned a new website that will feature dedicated, open-access resources for the public. The Resources Working Group has continued to identify existing resources and build a comprehensive compendium of web-based e-learning courses and materials, which will be accessible through the website. Patient and public involvement members actively contribute to this group.
- **Reviewing Educational Opportunities:** The Education Working Group has structured the educational requirements for members, signposting them to relevant courses and identifying suitable content for the public, particularly ensuring that conferences and CPD opportunities incorporate this. Patient and public involvement members actively contribute to this group. Our "What is a neurophysiotherapist" project continues, and we have also started exploring a clinical handling skills course, related to what is expected of a neurophysiotherapist when treating patients.
- **Engaging with members of the public:** We will be working with Neurological Alliance to further engage with members of the public; we have had preliminary discussions with 3 Million Steps - another charity - to see whether there are any joint working opportunities, including engaging with members of the public.
- **Working with other charitable organisations:** Neurological Alliance collaboration continues including actively contributing to their campaigns. We have had initial talks with the British Polio Foundation to explore where we can work together. We have a meeting with the Stroke Association and PD UK to explore similar working.
- **Harmonising CPD delivery:** We have successfully harmonised CPD delivery to ensure that all hubs deliver 4 opportunities per hub per year. This excludes CPD events hosted by the National Exec Board. We have successfully collaborated with the Danish Neurological Society to jointly deliver 2 online CPD activities this year, and are planning to expand this next year. We have successfully delivered a well-attended International Conference in London. Our patient engagement session was very well received. We are currently focussing on collaborating with our European partners to deliver a successful conference in Maastricht in 2025, with a strong focus on clinical relevance for people living with a neurological condition.
- **Delivering high-quality evidence-based information to improve treatment options for patients and the public:**
 - o Delivery of quarterly journal clubs that seek to increase physiotherapists' ability to critique treatment choices and deliver evidence-based care.
 - o Delivery of a well-supported and successful virtual study day in 2024 and continued virtual professional development courses at breakeven costs.
 - o We have identified that members of the public need more support in making sure that the FES guidelines and requirements are highlighted to commissioners. This is now part of MSc students work.
- **Publicity:** media exposure through charitable organisations such as the Neurological Alliance and professional bodies such as the Chartered Society of Physiotherapists. Our members, through a call via ACPIN, have successfully collaborated with the CSP to produce patient-relevant videos in relation to Rehab works.

The cost-of-living crisis continues to impact ACPIN and the current global wars are impacting ACPIN's performance and achievements. We have continued to forge ahead with our work plans as much as possible, acknowledging the slowed pace in most of our plans, given the current constraints. Despite these delays, we continue to be responsive to queries from people living with neurological conditions and are looking at ways to engage with them actively.

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST DECEMBER 2024**

FINANCIAL REVIEW

Financial position

The Charity relies on funds generated through membership subscriptions as well as surplus funds received from conferences and courses.

The Board continues to pursue potential fundraising activities to augment existing reserves actively.

Principal funding sources

The principal funding source for ACPIN remains through its membership.

Reserves policy

Our policy is to maintain reserves at a sufficient level to support management, administration and support costs. Any surplus funds are reinvested in the Charity and earmarked for a variety of projects.

At the end of the financial year, ACPIN's reserves totalled £550,010.

FUTURE PLANS

ACPIN's plans for the coming financial year are:

- Patient and public involvement

This area is slowly coming together with discussions being planned with various charity partners. We have approached people living with a neurological condition who are eager to participate and help where they can. Whilst the slow pace of this has been disappointing, ACPIN is committed to ensuring that patient and public involvement and engagement is a cornerstone of its foundation and we are constantly looking at how we can further incorporate this.

- Fundraising:

- o Enhance fundraising activities in support of ACPIN's ongoing objects. ACPIN is actively exploring ways to achieve this in line with its charitable strategy. We have been in discussions with 3 Million Steps to explore potential joint fundraising initiatives, and these talks are ongoing.
- o We have looked at accessing governmental grants and funding opportunities that promote ACPIN's objectives. It has been highlighted to us that we need to have a shared purpose and this is something that the ACPIN Board are busy reviewing.
- o Investigate collaborative opportunities which have a wider public health benefit. We have developed collaborations with the Motor Neurone Disease organisation, the Neurological Alliance, and the Multiple Sclerosis Society. We are currently exploring potential collaborative opportunities with the British Polio Foundation and the Stroke Association.

- Governance

- o We will continue to define our Risk Register/Risk rating tool.
- o We are developing our conference programme to ensure that it is accessible to patient and public involvement and engagement members

- Education:

- o To enhance educational opportunities for the benefit of all through publications and e-learning materials. We continue to expand our open-access online learning offerings significantly. We are establishing our grant-giving criteria to ensure that we support research or projects that have the greatest patient benefit.
- o To plan an ACPIN face-to-face conference for 2026, where we have to patient and public involvement and engagement embedded through each aspect of the conference.
- o Use the ACPIN conference as a platform to continue with the engagement process with members of the public.
- o Seek collaboration and engage with the public to maximise co-design opportunities for the public benefit.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document the Memorandum and Articles of Association, dated 18th September 2018.

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST DECEMBER 2024**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Reference and administrative details

ACPIN is a registered company in England and Wales - number 10898963 and a Registered Charity - number 1180086

Recruitment and appointment of new trustees

The Board recognises the importance of improving the governance structure in line with Charity Commission guidelines. Therefore, they have drafted a comprehensive trustee document including roles and responsibilities as well as a guideline for the recruitment of new Trustee Board members. The ACPIN Board had approved this document and part of the future plan is to advertise for, and commence, trustee recruitment. We have reached out to the Neurological Alliance for help and support in the recruitment process. We are also in discussions with the other charities mentioned above to understand what their trustee processes have looked like.

Organisational structure

The ACPIN charity is made up of a Board of Directors, which is accountable to the ACPIN Council. The ACPIN Council also includes hub council members. Collectively, the Council holds the Board responsible for the delivery of its charitable objects. The ACPIN Board meets monthly, and the ACPIN Council meets twice per year. In addition, the Chair has ultimate responsibility to ensure that the charity acts in accordance with its charitable objects, which are set out in Article 2 of the Articles of Association.

Risk management

The Board regularly reviews the major risks to which the charity is exposed. The Board regularly reviews the charity's governance structure and continues to review and update the policy documents to ensure that the charity has robust and fully accountable procedures in place for its ongoing operation. These policies are under continuous review, where new documents are drafted and ratified to augment those already in place. These policies undergo a strict yearly review process to ensure they remain current and consistent with prevailing guidelines.

As a small charity, ACPIN is also highly dependent on the willingness of the ACPIN Board, who are entirely made up of volunteers, to invest considerable amounts of personal, unpaid time as well as having a few highly dedicated part-time staff. We recognise a clear risk to the charity should we lose key individuals that we cannot easily replace. As a result, we are constantly reviewing our operational performance and capacity to ensure that we have the capacity, correct skill mix and availability to deliver on our objectives. To offset the workload of these volunteers, we are always seeking ways to collaborate with other charities and organisations with a similar focus to ours on small projects. We are starting to explore setting up small project groups, that have a tendering process for them. These groups are then accountable to the relevant working group which reports to the Board and Council.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

10898963 (England and Wales)

Registered Charity number

1180086

Registered office

Morello Clinic, Nelson House
Langstone Business Park
Langstone
Newport
NP18 2LH

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST DECEMBER 2024**

Trustees

Ms A B Adonis (Chair)
Ms L Azam (resigned 1.8.2025)
Mr A J J Brouwers
Ms N Guck (Vice Chair)
Mr P Kumar
J Sampson (Treasurer)
Mrs R Groenevelt (appointed 1.8.2025)
Miss L O'Connor (appointed 2.8.2025)

Independent Examiner

David Barr BSC FCA
Martin and Company
25 St Thomas Street
Winchester
Hampshire
SO23 9HJ

Approved by order of the board of trustees on 29.9.25 and signed on its behalf by:

JRSampson

.....
J Sampson (Treasurer) - Trustee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY

Independent examiner's report to the trustees of Association Of Chartered Physiotherapists In Neurology ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31st December 2024.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

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

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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

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

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



David Barr BSC FCA

Martin and Company
25 St Thomas Street
Winchester
Hampshire
SO23 9HJ

Date: 30/9/25.....

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31ST DECEMBER 2024**

	Notes	2024 Unrestricted fund £	2023 Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies		3,350	4,000
Charitable activities			
Membership fees		122,499	116,029
Conference and workshops		94,655	178
Courses, database and projects		44,521	120,159
Website/advertising		3,698	-
Investment income	2	5,524	2,319
Total		274,247	242,685
EXPENDITURE ON			
Raising funds	3	4,452	-
Charitable activities			
Conference and workshops		136,212	15,689
Synapse/Newsletter/Stroke Guidelines/UK Forum		5,695	3,178
Courses, database and projects		4,057	13,993
Administrative support		68,374	66,681
Website/advertising		49,106	22,896
Grants to individuals		3,180	-
Total		271,076	122,437
Net gains on investments		4,493	-
NET INCOME		7,664	120,248
RECONCILIATION OF FUNDS			
Total funds brought forward		542,346	422,098
TOTAL FUNDS CARRIED FORWARD		550,010	542,346

The notes form part of these financial statements

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

BALANCE SHEET
31ST DECEMBER 2024

	Notes	2024 Unrestricted fund £	2023 Total funds £
FIXED ASSETS			
Tangible assets	8	1,156	1,901
Investments	9	122,636	-
		<u>123,792</u>	<u>1,901</u>
CURRENT ASSETS			
Debtors	10	9,855	16,892
Cash at bank		423,424	537,309
		<u>433,279</u>	<u>554,201</u>
CREDITORS			
Amounts falling due within one year	11	(7,061)	(13,756)
		<u>426,218</u>	<u>540,445</u>
NET CURRENT ASSETS			
		<u>550,010</u>	<u>542,346</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			
		<u>550,010</u>	<u>542,346</u>
NET ASSETS			
		<u>550,010</u>	<u>542,346</u>
FUNDS			
Unrestricted funds	12	550,010	542,346
		<u>550,010</u>	<u>542,346</u>
TOTAL FUNDS			
		<u>550,010</u>	<u>542,346</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st December 2024.

The members have not required the company to obtain an audit of its financial statements for the year ended 31st December 2024 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

BALANCE SHEET - continued
31ST DECEMBER 2024

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 29.9.25..... and were signed on its behalf by:

JRSampson

.....
J Sampson (Treasurer) - Trustee

The notes form part of these financial statements

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2024**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, 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 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

Income

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

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, 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 accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Plant and machinery	- 25% on reducing balance
Computer equipment	- 33.33% straight line

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

All funds are unrestricted and can be used in accordance with the charitable objectives at the discretion of the trustees.

Investments and investment gains and losses

Stocks and shares quoted on the London Stock Exchange are included in the balance sheet at their market value at the year end. The differences between the market value and the original cost of the investment are included in the Statement of Financial Activities. No unquoted investments are held.

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST DECEMBER 2024**

2. INVESTMENT INCOME

	2024	2023
	£	£
Portfolio income	2,493	-
Deposit account interest	3,031	2,319
	<u>5,524</u>	<u>2,319</u>

3. RAISING FUNDS

Investment management costs

	2024	2023
	£	£
Portfolio management	4,452	-
	<u>4,452</u>	<u>-</u>

4. SUPPORT COSTS

	Management	Finance	Governance	Totals
	£	£	costs £	£
Administrative support	<u>62,225</u>	<u>2,189</u>	<u>3,960</u>	<u>68,374</u>

Support costs, included in the above, are as follows:

Management

	2024	2023
	Administrative support £	Total activities £
Wages	32,846	37,004
Insurance	1,902	1,657
Office expenses	3,504	3,019
Sundries	17,808	13,319
Travelling	5,420	3,570
Depreciation	745	814
	<u>62,225</u>	<u>59,383</u>

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST DECEMBER 2024**

4. SUPPORT COSTS - continued

Finance

	2024 Administrative support £	2023 Total activities £
Bank charges	<u>2,189</u>	<u>4,298</u>

Governance costs

	2024 Administrative support £	2023 Total activities £
Independent examiner's fees	<u>3,960</u>	<u>3,000</u>

5. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2024 £	2023 £
Depreciation - owned assets	<u>745</u>	<u>813</u>

6. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31st December 2024 nor for the year ended 31st December 2023.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31st December 2024 nor for the year ended 31st December 2023.

7. STAFF COSTS

The average monthly number of employees during the year was as follows:

	2024	2023
Office	<u>3</u>	<u>3</u>

No employees received emoluments in excess of £60,000.

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST DECEMBER 2024**

8. TANGIBLE FIXED ASSETS

	Plant and machinery £	Computer equipment £	Totals £
COST			
At 1st January 2024 and 31st December 2024	5,981	4,029	10,010
DEPRECIATION			
At 1st January 2024	5,160	2,949	8,109
Charge for year	205	540	745
At 31st December 2024	5,365	3,489	8,854
NET BOOK VALUE			
At 31st December 2024	616	540	1,156
At 31st December 2023	821	1,080	1,901

9. FIXED ASSET INVESTMENTS

	Listed investments £	Cash and settlements pending £	Totals £
MARKET VALUE			
Additions	138,548	120,000	258,548
Disposals	(21,090)	(117,781)	(138,871)
Revaluations	2,959	-	2,959
At 31st December 2024	120,417	2,219	122,636
NET BOOK VALUE			
At 31st December 2024	120,417	2,219	122,636
At 31st December 2023	-	-	-

There were no investment assets outside the UK.

The historical book cost of investments held at 31st December 2024 was £117,457.

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST DECEMBER 2024**

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	2024	2023
	£	£
Trade debtors	7,794	5,991
Other debtors	292	1,237
Prepayments and accrued income	1,769	9,664
	<u>9,855</u>	<u>16,892</u>

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	2024	2023
	£	£
Trade creditors	3,296	3,335
Other creditors	765	7,421
Accrued expenses	3,000	3,000
	<u>7,061</u>	<u>13,756</u>

12. MOVEMENT IN FUNDS		Net	
	At 1.1.24	movement	At
	£	in funds	31.12.24
		£	£
Unrestricted funds			
General fund	542,346	7,664	550,010
	<u>542,346</u>	<u>7,664</u>	<u>550,010</u>
TOTAL FUNDS	<u>542,346</u>	<u>7,664</u>	<u>550,010</u>

Net movement in funds, included in the above are as follows:

	Incoming	Resources	Gains and	Movement
	resources	expended	losses	in funds
	£	£	£	£
Unrestricted funds				
General fund	274,247	(271,076)	4,493	7,664
	<u>274,247</u>	<u>(271,076)</u>	<u>4,493</u>	<u>7,664</u>
TOTAL FUNDS	<u>274,247</u>	<u>(271,076)</u>	<u>4,493</u>	<u>7,664</u>

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST DECEMBER 2024**

12. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.1.23 £	Net movement in funds £	At 31.12.23 £
Unrestricted funds			
General fund	422,098	120,248	542,346
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>422,098</u>	<u>120,248</u>	<u>542,346</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	242,685	(122,437)	120,248
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>242,685</u>	<u>(122,437)</u>	<u>120,248</u>

13. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31st December 2024.

14. REGIONAL HUBS

In the year to 31st December 2023 the finances of each of the 11 regional hubs were transferred into the main charity. Previously all the regional hubs managed their own funds independently. This change resulted in a significant increase in the 2023 year end bank balance in the balance sheet and also the income earned from courses and projects.

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST DECEMBER 2024**

	2024 £	2023 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Grants	3,350	4,000
Investment income		
Portfolio income	2,493	-
Deposit account interest	3,031	2,319
	<u>5,524</u>	<u>2,319</u>
Charitable activities		
Membership subscriptions	122,499	116,029
Conference and workshops	94,655	178
Courses	44,521	116,234
Mailing services, database use	3,698	3,925
	<u>265,373</u>	<u>236,366</u>
Total incoming resources	<u>274,247</u>	<u>242,685</u>
EXPENDITURE		
Investment management costs		
Portfolio management	4,452	-
Charitable activities		
Website/Advertising	49,106	22,896
Conference costs	136,212	15,689
Synapse / Newsletter	5,695	3,178
Course fees	4,057	13,993
Grants to individuals	3,180	-
	<u>198,250</u>	<u>55,756</u>
Support costs		
Management		
Wages	32,846	37,004
Insurance	1,902	1,657
Office expenses	3,504	3,019
Sundries	17,808	13,319
Travelling	5,420	3,570
Plant and machinery	205	274
Computer equipment	540	540
	<u>62,225</u>	<u>59,383</u>

This page does not form part of the statutory financial statements

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST DECEMBER 2024**

	2024	2023
	£	£
Management		
Finance		
Bank charges	2,189	4,298
Governance costs		
Independent examiner's fees	3,960	3,000
Total resources expended	<u>271,076</u>	<u>122,437</u>
Net income before gains and losses	3,171	120,248
Realised recognised gains and losses		
Realised gains/(losses) on fixed asset investments	4,493	-
Net income	<u><u>7,664</u></u>	<u><u>120,248</u></u>

This page does not form part of the statutory financial statements

Accounts

REGISTERED COMPANY NUMBER: 10898963 (England and Wales)
REGISTERED CHARITY NUMBER: 1180086

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2023

FOR

ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY

Martin and Company
25 St Thomas Street
Winchester
Hampshire
SO23 9HJ

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**CONTENTS OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2023**

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**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST DECEMBER 2023**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31st December 2023. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Primary objectives

The companies objectives are to preserve and protect good health for the public benefit within areas of neurology or physiotherapy or cognate health-related fields (including neuro-physiotherapy, neurosciences, neuro-technology, neurosurgery, neuro-rehabilitation and adjacent subdisciplines). Through education, training, scholarship, research, knowledge-creation, dissemination and exchange, leadership, continuing development and overall practice excellence and achievement and fostering dialogue on related health and social care policy and professionalism.

We review our aims, objectives and business strategy annually, taking into account available resources.

Our main objectives during 2022 were to:

- Increase our external presence.
- Continue embedding the ACPIN office into the day to day running requirements of ACPIN.
- Clarifying charity purpose with people living with neurological conditions.
- Continue to extend and build upon current provision of CPD training through a diverse range of training courses.
- Continue the implementation of a clear Governance structure in line with Charity Commission guidelines.
- Continuing collaborating with other Associations.
- Systematically explore ways in which we can engage with the public more effectively.

Public benefit

The Board has paid due regard to the Charity Commission's guidelines on public benefit. ACPIN remains committed to fostering, for the public benefit, the highest standard of education and resource learning tools for all. This in turn, will enable the delivery of the best possible care for members of the public and their patients, ensuring they are always up-to-date with the latest developments and innovations in this area of physiotherapy. ACPIN recognises the positive effect that high quality, life-long training can have for all.

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST DECEMBER 2023**

ACHIEVEMENT AND PERFORMANCE

ACPIN's Board consists of 7 portfolio holders, including the Chair, Vice Chair and Treasurer, all of whom have a responsibility to grow and develop their areas for the benefit of the public including ACPIN and its members.

A summary of the collective achievements of the Board up until 31st December 2023, is provided below:

- **Membership:** Membership continues to increase and currently ACPIN membership stands at 3435 members. The last year has proven difficult in terms of maintaining member numbers, with one of the highest membership cancellations (n=459).
- **Data Protection:** Full compliance with GDPR regulations, ensuring that no mailing lists are shared with external parties.
- **Distribution of weekly newsletter** to members includes regular clinical and practice-related consultations that members can participate in and a huge uptake in members of the public getting in touch with ACPIN to link in with neurological physiotherapists in their local area.
- **Increasing the availability of the best evidence for treatment:** We have commissioned a new website that will have dedicated open-access resources for members of the public. The resources working group has continued to identify existing resources and build a comprehensive compendium of web-based e-learning courses and materials which will be accessible through the website. Patient and public involvement members actively contribute to this group.
- **Reviewing the Educational Opportunities:** This working group has structured the educational requirements for members, signposting to appropriate courses and identifying appropriate content for members of the public, especially ensuring that the conferences and CPD opportunities incorporate this. Patient and public involvement members actively contribute to this group. We have started a project looking at "What is a neuro physio" and are in phase 1 of the project reviewing what information is available.
- **Engaging with members of the public:** Proposal development for funding to set up a patient and public partners advisory group to inform the work that ACPIN does- we have re-submitted the application and been successful in securing funding. We have reached out to the Neurological Alliance who are keen to support as well.
- **Working with other charitable organisations:** Neurological Alliance collaboration continues including actively contributing to their campaigns. We continue to foster our European links with the Danish Society of Neurological Physiotherapists to share knowledge and best practice.
- **Harmonising CPD delivery:** We have successfully harmonised CPD delivery to ensure that all hubs deliver 4 CPD opportunities per hub per year. This excludes CPD events that the National Exec Board organises. We have successfully delivered a well attended International Conference in Maastricht with our fellow neurological organisations in Europe. We are also planning on a 2024 ACPIN conference, with a strong focus on patient participation.
- **Delivering high quality evidence-based information to improve treatment options for patients and the public**
 - o delivery of a well-supported and successful virtual study day in 2023 and continued virtual professional development courses at breakeven costs
 - o we have identified that members of the public need more support in making sure that the FES guidelines and requirements are highlighted to commissioners. To this end, we are about to review how to take this forward in the best possible manner
- **Publicity:** media exposure through charitable organisations such as the Neurological Alliance and professional bodies such as the Chartered Society of Physiotherapists.

The cost-of-living crisis and the political uncertainty is impacting ACPIN's performance and achievements. We have continued to forge ahead with our work plans as much as possible within the current constraints, acknowledging the slowed pace in most of our plans. Despite these delays, we continue to be responsive to queries from people living with neurological conditions and looking at ways to engage with them actively.

FINANCIAL REVIEW

Financial position

The Charity relies on funds generated through membership subscriptions as well as surplus funds received from conferences and courses.

The Board continues to actively pursue potential fundraising activities to augment existing reserves.

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST DECEMBER 2023**

FINANCIAL REVIEW

Principal funding sources

The principal funding source for ACPIN remains through its membership.

Our main expenses were wages and advertising, these two elements accounted for 50% of total expenditure for the year.

Reserves policy

Our policy is to maintain reserves at a sufficient level to support management, administration and support costs. Any surplus funds are reinvested in the Charity and earmarked for a variety of projects.

At the end of the financial year, ACPIN's reserves totalled £542,346.

FUTURE PLANS

ACPIN's plans for the coming financial year are:

- o Increase educational content for both members of the public and ACPIN members
- o Develop the ACPIN educational framework
- o Develop our research-related webinars
- o Review our Website to ensure that it is fit for purpose

Patient and public involvement

o Plan for and organise focus groups with patients and members of the public to provide a discussion forum for the exchange of ideas that are aimed at benefitting the public and patients. This has been significantly delayed due to COVID-19 and the subsequent lockdown has meant that ACPIN were not able to fulfil this objective. However we are still laying the foundations for this so that once the pandemic has eased we are able to actively pursue it.

Fundraising

- o Enhance fundraising activities in support of ACPIN's ongoing objects. ACPIN is actively looking at ways that this can be achieved in line with its charitable strategy- we have commissioned a charity advisor to help support this
- o Investigate collaborative opportunities which have a wider public health benefit. We have developed collaborations with the Motor Neurone Disease organisation; the Neurological Alliance; and Multiple Sclerosis Society.

Governance

- o Development of a Risk Register/Risk rating tool.

Education

- o To enhance educational opportunities for the benefit of all through publications and e-learning materials. We continue to significantly increase our open access online learning.
- o To plan an ACPIN face to face conference.
- o Use the ACPIN conference as a platform to continue with the engagement process with members of the public.
- o Seek collaboration and engage with the public to maximise co-design opportunities for the public benefit.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document the Memorandum and Articles of Association, dated 18th September 2018.

Reference and administrative details

ACPIN is a registered company in England and Wales - number 10898963 and a Registered Charity - number 1180086

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST DECEMBER 2023**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Recruitment and appointment of new trustees

The Board recognises the importance of improving the governance structure in line with Charity Commission guidelines. Therefore, they have drafted a comprehensive Trustee document including roles and responsibilities as well as a guideline for recruitment of new Trustee Board members. The ACPIN Board had approved this document and part of the future plan is to advertise for and commence Trustee recruitment. COVID-19 has significantly delayed the original recruitment process. Unfortunately, we have not had much success in recruiting Trustees to date. We continue to liaise with charities that have successfully recruited Trustees and are progressing our recruitment plans. Our president-elect will be able to assist with this as he is a Trustee of a different charity and has highlighted that he will help accelerate our plans.

Organisational structure

The ACPIN charity is made up of a Board of Directors which is accountable to the ACPIN Council. The ACPIN Council also includes hub council members. Collectively the Council holds the Board accountable for the delivery of its charitable objects. The ACPIN Board meets on a monthly basis and the ACPIN Council meets twice per year.

In addition, the Chair has ultimate responsibility to ensure that the charity acts in accordance with its charitable objects which are set out in Article 2 of the Articles of Association.

Risk management

The Board regularly reviews the major risks to which the charity is exposed. During 2019, the Board reviewed the charity's governance structure and compiled series of policy documents to ensure that the charity had robust and fully accountable procedures in place for its ongoing operation.

These policies are under continuous review, where new documents are drafted and ratified to augment those already in place.

These policies have a strict process of yearly review to ensure that they remain current and consistent with prevailing guidelines.

As a small charity, ACPIN is also highly dependent on the willingness of the ACPIN Board, who are entirely made up of volunteers, to invest considerable amounts of personal, unpaid time as well as having a few highly dedicated staff. We recognise a clear risk to the charity should we lose key individuals that we cannot easily replace. As a result are constantly reviewing our operational performance and capacity to ensure that we have the capacity, correct skill mix and availability to deliver on our objectives. To offset the workload of these volunteers we are always seeking ways to join other charities and organisations with a similar focus to ours, in doing small projects.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number
10898963 (England and Wales)

Registered Charity number
1180086

Registered office
Morello Clinic, Nelson House
Langstone Business Park
Langstone
Newport
NP18 2LH

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST DECEMBER 2023**

Trustees

Ms A B Adonis (Chair)

Ms L Azam

Mr A J J Brouwers (Former Chair)

Ms N Guck (Vice Chair)

Mr P Kumar

J Sampson (Treasurer)

Independent Examiner

David J C Barr

Martin and Company

25 St Thomas Street

Winchester

Hampshire

SO23 9HJ

Approved by order of the board of trustees on 18th September 2024 and signed on its behalf by:



.....
J Sampson (Treasurer) - Trustee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY

Independent examiner's report to the trustees of Association Of Chartered Physiotherapists In Neurology ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31st December 2023.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

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

Independent examiner's statement

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

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

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



David J C Barr

Martin and Company
25 St Thomas Street
Winchester
Hampshire
SO23 9HJ

Date: 19th September 2024

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31ST DECEMBER 2023**

	Notes	2023 Unrestricted fund £	2022 Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies		4,000	-
Charitable activities			
Membership fees		116,029	126,430
Conference and workshops		178	29,338
Courses, database and projects		120,159	20,169
Administrative support		-	760
Investment income	2	2,319	914
Total		242,685	177,611
EXPENDITURE ON			
Charitable activities			
Conference and workshops		15,689	77,892
Synapse/Newsletter/Stroke Guidelines/UK Forum		3,178	-
Courses, database and projects		13,993	7,451
Administrative support		66,681	31,164
Website/advertising		22,896	16,438
Total		122,437	132,945
NET INCOME		120,248	44,666
RECONCILIATION OF FUNDS			
Total funds brought forward		422,098	377,432
TOTAL FUNDS CARRIED FORWARD		542,346	422,098

The notes form part of these financial statements

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

BALANCE SHEET
31ST DECEMBER 2023

	Notes	2023 Unrestricted fund £	2022 Total funds £
FIXED ASSETS			
Tangible assets	7	1,901	1,094
CURRENT ASSETS			
Debtors	8	16,892	8,066
Cash at bank		537,309	415,938
		554,201	424,004
CREDITORS			
Amounts falling due within one year	9	(13,756)	(3,000)
NET CURRENT ASSETS		540,445	421,004
TOTAL ASSETS LESS CURRENT LIABILITIES		542,346	422,098
NET ASSETS		542,346	422,098
FUNDS	10		
Unrestricted funds		542,346	422,098
TOTAL FUNDS		542,346	422,098

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st December 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31st December 2023 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements

ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY

BALANCE SHEET - continued
31ST DECEMBER 2023

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 18 September 2024, and were signed on its behalf by:

JR Sampson

J Sampson (Treasurer) - Trustee

The notes form part of these financial statements

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, 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 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

Income

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

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, 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 accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Plant and machinery	- 25% on reducing balance
Computer equipment	- 33.33% straight line

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

All funds are unrestricted and can be used in accordance with the charitable objectives at the discretion of the trustees.

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST DECEMBER 2023**

2. INVESTMENT INCOME

	2023	2022
	£	£
Deposit account interest	2,319	914

3. SUPPORT COSTS

	Management	Finance	Governance	Totals
	£	£	costs	£
	£	£	£	£
Administrative support	59,383	4,298	3,000	66,681

Support costs, included in the above, are as follows:

Management

	2023	2022
	Administrative support	Total activities
	£	£
Wages	37,004	14,508
Insurance	1,657	1,609
Office expenses	3,019	3,018
Sundries	13,319	6,041
Travelling	3,570	1,099
Depreciation	814	365
	59,383	26,640

Finance

	2023	2022
	Administrative support	Total activities
	£	£
Bank charges	4,298	1,884

Governance costs

	2023	2022
	Administrative support	Total activities
	£	£
Independent examiner's fees	3,000	2,640

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST DECEMBER 2023**

4. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2023	2022
	£	£
Depreciation - owned assets	813	365

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31st December 2023 nor for the year ended 31st December 2022.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31st December 2023 nor for the year ended 31st December 2022.

6. STAFF COSTS

The average monthly number of employees during the year was as follows:

	2023	2022
Office	3	2

No employees received emoluments in excess of £60,000.

7. TANGIBLE FIXED ASSETS

	Plant and machinery £	Computer equipment £	Totals £
COST			
At 1st January 2023	5,981	2,409	8,390
Additions	-	1,620	1,620
At 31st December 2023	5,981	4,029	10,010
DEPRECIATION			
At 1st January 2023	4,887	2,409	7,296
Charge for year	273	540	813
At 31st December 2023	5,160	2,949	8,109
NET BOOK VALUE			
At 31st December 2023	821	1,080	1,901
At 31st December 2022	1,094	-	1,094

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST DECEMBER 2023**

8. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Trade debtors	5,991	4,956
Other debtors	1,237	-
Prepayments and accrued income	9,664	3,110
	<u>16,892</u>	<u>8,066</u>

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Trade creditors	3,335	-
Other creditors	7,421	-
Accrued expenses	3,000	3,000
	<u>13,756</u>	<u>3,000</u>

10. MOVEMENT IN FUNDS

	At 1.1.23	Net movement in funds	At 31.12.23
	£	£	£
Unrestricted funds			
General fund	422,098	120,248	542,346
	<u>422,098</u>	<u>120,248</u>	<u>542,346</u>
TOTAL FUNDS	<u>422,098</u>	<u>120,248</u>	<u>542,346</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	242,685	(122,437)	120,248
	<u>242,685</u>	<u>(122,437)</u>	<u>120,248</u>
TOTAL FUNDS	<u>242,685</u>	<u>(122,437)</u>	<u>120,248</u>

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST DECEMBER 2023**

10. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.1.22 £	Net movement in funds £	At 31.12.22 £
Unrestricted funds			
General fund	377,432	44,666	422,098
TOTAL FUNDS	<u>377,432</u>	<u>44,666</u>	<u>422,098</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	177,611	(132,945)	44,666
TOTAL FUNDS	<u>177,611</u>	<u>(132,945)</u>	<u>44,666</u>

11. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31st December 2023.

12. REGIONAL HUBS

During the year the finances of each of the 11 regional hubs have been transferred into the main charity. Previously all the regional hubs managed their own funds independently. This change has resulted in a significant increase in the year end bank balance in the balance sheet and also the income earned from courses and projects.

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST DECEMBER 2023**

	2023 £	2022 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Grants	4,000	-
Investment income		
Deposit account interest	2,319	914
Charitable activities		
Membership subscriptions	116,029	126,430
Conference and workshops	178	29,338
Courses	116,234	17,135
Mailing services, database use	3,925	3,794
	<u>236,366</u>	<u>176,697</u>
Total incoming resources	242,685	177,611
EXPENDITURE		
Charitable activities		
Website/Advertising	22,896	16,438
Conference costs	15,689	77,892
Synapse / Newsletter	3,178	-
Course fees	13,993	2,991
Project costs	-	4,460
	<u>55,756</u>	<u>101,781</u>
Support costs		
Management		
Wages	37,004	14,508
Insurance	1,657	1,609
Office expenses	3,019	3,018
Sundries	13,319	6,041
Travelling	3,570	1,099
Plant and machinery	274	365
Computer equipment	540	-
	<u>59,383</u>	<u>26,640</u>
Finance		
Bank charges	4,298	1,884
Governance costs		
Independent examiner's fees	3,000	2,640

This page does not form part of the statutory financial statements

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST DECEMBER 2023**

	2023	2022
	£	£
Total resources expended	122,437	132,945
Net income	<u>120,248</u>	<u>44,666</u>

This page does not form part of the statutory financial statements

Accounts

REGISTERED COMPANY NUMBER: 10898963 (England and Wales)
REGISTERED CHARITY NUMBER: 1180086

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2022

FOR

ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY

Martin and Company
25 St Thomas Street
Winchester
Hampshire
SO23 9HJ

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**CONTENTS OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2022**

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**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST DECEMBER 2022**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31st December 2022. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Primary objectives

The companies objectives are to preserve and protect good health for the public benefit within areas of neurology or physiotherapy or cognate health-related fields (including neuro-physiotherapy, neurosciences, neuro-technology, neurosurgery, neuro-rehabilitation and adjacent subdisciplines). Through education, training, scholarship, research, knowledge-creation, dissemination and exchange, leadership, continuing development and overall practice excellence and achievement and fostering dialogue on related health and social care policy and professionalism.

We review our aims, objectives and business strategy annually, taking into account available resources.

Our main objectives during 2022 were to:

- Increase our external presence.
- Continue embedding the ACPIN office into the day to day running requirements of ACPIN.
- Clarifying charity purpose with people living with neurological conditions.
- Continue to extend and build upon current provision of CPD training through a diverse range of training courses.
- Continue the implementation of a clear Governance structure in line with Charity Commission guidelines.
- Continuing collaborating with other Associations.
- Systematically explore ways in which we can engage with the public more effectively.

Public benefit

The Board has paid due regard to the Charity Commission's guidelines on public benefit. ACPIN remains committed to fostering, for the public benefit, the highest standard of education and resource learning tools for all. This in turn, will enable the delivery of the best possible care for members of the public and their patients, ensuring they are always up-to-date with the latest developments and innovations in this area of physiotherapy. ACPIN recognises the positive effect that high quality, life-long training can have for all.

ACHIEVEMENT AND PERFORMANCE

ACPIN's Board consists of 5 portfolio holders and 2 co-opted members, including the Chair, Vice Chair and Treasurer, all of whom have a responsibility to grow and develop their areas for the benefit of the public including ACPIN and its members.

A summary of the collective achievements of the Board up until 31st December 2022, is provided below:

o **Membership:** Membership continues to increase and currently ACPIN membership stands at 3600 members. The last year has proven difficult in terms of maintaining member numbers, with one of the highest membership cancellations (n=150) to date.

o **Data Protection:** Full compliance with GDPR regulations, ensuring that no mailing lists are shared with external parties.

o **Distribution of weekly newsletter** to members includes regular clinical and practice-related consultations that members can participate in eg: National Clinical Stroke Guidelines.

o **Increasing the availability of the best evidence for treatment:** The working group has continued to identify existing resources and build a comprehensive compendium of web-based e-learning courses and materials which will be accessible through the website. Patient and public involvement members actively contribute to this group.

o **Reviewing the Educational opportunities:** This working group has structured the educational requirements for members, signposting to appropriate courses and identifying appropriate content for members of the public, especially ensuring that the conferences and CPD opportunities incorporate this. Patient and public involvement members actively contribute to this group.

o **Engaging with members of the public:** Proposal development for funding to set up a patient and public partners advisory group to inform the work that ACPIN does- we have re-submitted the application and been successful in securing funding. We have reached out to the Welsh Stroke Association who are keen to support. We are receiving an increase in the number of enquiries from members of the public contacting ACPIN to seek neuro physiotherapists for support and treatment in their local area.

o **Working with other charitable organisations:** Neurological Alliance collaboration continues including actively contributing to their campaigns.

o **Harmonising regions- successful move to hubs:** Allows regions to have greater reach and bigger impact with a reduction in number of regions from 18 to 11 hubs.

o **Delivering high quality evidence-based information to improve treatment options for patients and the public:**

- delivery of a well-supported and successful virtual study day in 2022 and continued virtual professional development courses at minimal costs eg: £5

- delivery of a well-attended face to face meeting for the 2022 ACPIN conference

- continued development and active engagement of members of the public to contribute to the compilation of clinical guidelines for the use of Functional Electrical Stimulation

o **Publicity:** media exposure through charitable organisations media exposure through charitable organisations such as the Neurological Alliance and professional bodies such as the Chartered Society of Physiotherapists.

As we start to emerge from the shadow of COVID-19, the cost-of-living crisis is the next wave to impact ACPIN's performance and achievements. We have continued to forge ahead with our work plans as much as we can within the current constraints, acknowledging the slowed-down pace in most of our plans. Despite these delays, we continue to be responsive to queries from people living with neurological conditions and looking at ways to actively engage with them.

FINANCIAL REVIEW

Financial position

The Charity relies on funds generated through membership subscriptions as well as surplus funds received from conferences and courses.

The Board continues to actively pursue potential fundraising activities to augment existing reserves.

Principal funding sources

The principal funding source for ACPIN remains through its membership.

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST DECEMBER 2022**

FINANCIAL REVIEW

Reserves policy

Our policy is to maintain reserves at a sufficient level to support management, administration and support costs. Any surplus funds are reinvested in the Charity and earmarked for a variety of projects.

At the end of the financial year, ACPIN's reserves totalled £422,098.

FUTURE PLANS

ACPIN's plans for the coming financial year are:

- o Increase educational content for both members of the public and ACPIN members
- o Develop the ACPIN educational framework
- o Develop our research-related webinars
- o Review our Website to ensure that it is fit for purpose

Patient and public involvement

o Plan for and organise focus groups with patients and members of the public to provide a discussion forum for the exchange of ideas that are aimed at benefitting the public and patients. This has been significantly delayed due to COVID-19 and the subsequent lockdown has meant that ACPIN were not able to fulfil this objective. However we are still laying the foundations for this so that once the pandemic has eased we are able to actively pursue it.

Fundraising

- o Enhance fundraising activities in support of ACPIN's ongoing objects. ACPIN is actively looking at ways that this can be achieved in line with its charitable strategy- we have commissioned a charity advisor to help support this
- o Investigate collaborative opportunities which have a wider public health benefit. We have developed collaborations with the Motor Neurone Disease organisation; the Neurological Alliance; and Multiple Sclerosis Society.

Governance

- o Development of a Risk Register/Risk rating tool.

Education

- o To enhance educational opportunities for the benefit of all through publications and e-learning materials. We continue to significantly increase our open access online learning.
- o To plan an ACPIN face to face conference.
- o Use the ACPIN conference as a platform to continue with the engagement process with members of the public.
- o Seek collaboration and engage with the public to maximise co-design opportunities for the public benefit.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document the Memorandum and Articles of Association, dated 18th September 2018.

Reference and administrative details

ACPIN is a registered company in England and Wales - number 10898963 and a Registered Charity - number 1180086

Recruitment and appointment of new trustees

The Board recognises the importance of improving the governance structure in line with Charity Commission guidelines. Therefore, they have drafted a comprehensive Trustee document including roles and responsibilities as well as a guideline for recruitment of new Trustee Board members. The ACPIN Board had approved this document and part of the future plan is to advertise for and commence Trustee recruitment. COVID-19 has significantly delayed the original recruitment process. Unfortunately, we have not had much success in recruiting Trustees to date. We continue to liaise with charities that have successfully recruited Trustees and are progressing our recruitment plans. Our president-elect will be able to assist with this as he is a Trustee of a different charity and has highlighted that he will help accelerate our plans.

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST DECEMBER 2022**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Organisational structure

The ACPIN charity is made up of a Board of Directors which is accountable to the ACPIN Council. The ACPIN Council also includes hub council members. Collectively the Council holds the Board accountable for the delivery of its charitable objects. The ACPIN Board meets on a monthly basis and the ACPIN Council meets twice per year.

In addition, the Chair has ultimate responsibility to ensure that the charity acts in accordance with its charitable objects which are set out in Article 2 of the Articles of Association.

Risk management

The Board regularly reviews the major risks to which the charity is exposed. During 2019, the Board reviewed the charity's governance structure and compiled series of policy documents to ensure that the charity had robust and fully accountable procedures in place for its ongoing operation.

These policies are under continuous review, where new documents are drafted and ratified to augment those already in place.

These policies have a strict process of yearly review to ensure that they remain current and consistent with prevailing guidelines.

As a small charity, ACPIN is also highly dependent on the willingness of the ACPIN Board, who are entirely made up of volunteers, to invest considerable amounts of personal, unpaid time as well as having a few highly dedicated staff. We recognise a clear risk to the charity should we lose key individuals that we cannot easily replace. As a result we are constantly reviewing our operational performance and capacity to ensure that we have the capacity, correct skill mix and availability to deliver on our objectives. To offset the workload of these volunteers we are always seeking ways to join other charities and organisations with a similar focus to ours, in doing small projects.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

10898963 (England and Wales)

Registered Charity number

1180086

Registered office

Morello Clinic, Nelson House
Langstone Business Park
Langstone
Newport
NP18 2LH

Trustees

Ms A B Adonis (Chair)
Ms L Azam
Mr A J J Brouwers (Former Chair)
Ms E Butler (resigned 1.8.2022)
Ms N Guck (Vice Chair)
Mr P Kumar
J Sampson (Treasurer)

ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY

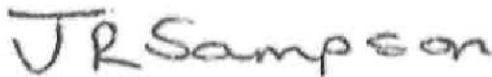
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST DECEMBER 2022

REFERENCE AND ADMINISTRATIVE DETAILS

Independent Examiner

David J C Barr
Martin and Company
25 St Thomas Street
Winchester
Hampshire
SO23 9HJ

Approved by order of the board of trustees on 31 August 2023 and signed on its behalf by:



.....
J Sampson (Treasurer) - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

Independent examiner's report to the trustees of Association Of Chartered Physiotherapists In Neurology ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31st December 2022.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

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

Independent examiner's statement

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

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

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



David J C Barr

Martin and Company
25 St Thomas Street
Winchester
Hampshire
SO23 9HJ

Date: 1 September 2023

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31ST DECEMBER 2022**

	Notes	2022 Unrestricted fund £	2021 Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies		-	11,474
Charitable activities			
Membership fees		126,430	122,758
Conference and workshops		29,338	-
Courses, database and projects		20,169	2,237
Administrative support		760	-
Other		-	4,220
Investment income	2	914	36
Total		177,611	140,725
EXPENDITURE ON			
Charitable activities			
Conference and workshops		77,892	7,337
Synapse/Newsletter/Stroke Guidelines/UK Forum		-	2,538
Courses, database and projects		7,451	6,147
Administrative support		31,164	27,100
Website/advertising		16,438	18,452
Total		132,945	61,574
NET INCOME		44,666	79,151
RECONCILIATION OF FUNDS			
Total funds brought forward		377,432	298,281
TOTAL FUNDS CARRIED FORWARD		422,098	377,432

The notes form part of these financial statements

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

BALANCE SHEET
31ST DECEMBER 2022

		2022	2021
		Unrestricted	Total
		fund	funds
		£	£
FIXED ASSETS	Notes		
Tangible assets	7	1,094	1,459
CURRENT ASSETS			
Debtors	8	8,066	2,913
Cash at bank		<u>415,938</u>	<u>376,160</u>
		424,004	379,073
CREDITORS			
Amounts falling due within one year	9	<u>(3,000)</u>	<u>(3,100)</u>
NET CURRENT ASSETS		<u>421,004</u>	<u>375,973</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>422,098</u>	<u>377,432</u>
NET ASSETS		<u>422,098</u>	<u>377,432</u>
FUNDS	10		
Unrestricted funds		<u>422,098</u>	<u>377,432</u>
TOTAL FUNDS		<u>422,098</u>	<u>377,432</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st December 2022.

The members have not required the company to obtain an audit of its financial statements for the year ended 31st December 2022 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

BALANCE SHEET - continued
31ST DECEMBER 2022

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 31 August 2023 and were signed on its behalf by:

J R Sampson

J Sampson (Treasurer) - Trustee

The notes form part of these financial statements

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, 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 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

Income

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

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, 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 accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Plant and machinery	- 25% on reducing balance
Computer equipment	- 33.33% straight line

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

All funds are unrestricted and can be used in accordance with the charitable objectives at the discretion of the trustees.

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST DECEMBER 2022**

2. INVESTMENT INCOME

	2022	2021
	£	£
Deposit account interest	<u>914</u>	<u>36</u>

3. SUPPORT COSTS

	Management	Finance	Governance	Totals
	£	£	costs £	£
Administrative support	<u>26,640</u>	<u>1,884</u>	<u>2,640</u>	<u>31,164</u>

Support costs, included in the above, are as follows:

Management

	2022	2021
	Administrative support £	Total activities £
Wages	14,508	12,996
Insurance	1,609	1,598
Office expenses	3,018	2,587
Sundries	6,041	4,183
Travelling	1,099	511
Depreciation	365	589
	<u>26,640</u>	<u>22,464</u>

Finance

	2022	2021
	Administrative support £	Total activities £
Bank charges	<u>1,884</u>	<u>1,636</u>

Governance costs

	2022	2021
	Administrative support £	Total activities £
Independent examiner's fees	<u>2,640</u>	<u>3,000</u>

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST DECEMBER 2022**

4. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2022	2021
	£	£
Depreciation - owned assets	365	589
	<u> </u>	<u> </u>

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31st December 2022 nor for the year ended 31st December 2021.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31st December 2022 nor for the year ended 31st December 2021.

6. STAFF COSTS

The average monthly number of employees during the year was as follows:

	2022	2021
Office	2	2
	<u> </u>	<u> </u>

No employees received emoluments in excess of £60,000.

7. TANGIBLE FIXED ASSETS

	Plant and machinery £	Computer equipment £	Totals £
COST			
At 1st January 2022 and 31st December 2022	5,981	2,409	8,390
	<u> </u>	<u> </u>	<u> </u>
DEPRECIATION			
At 1st January 2022	4,522	2,409	6,931
Charge for year	365	-	365
	<u> </u>	<u> </u>	<u> </u>
At 31st December 2022	4,887	2,409	7,296
	<u> </u>	<u> </u>	<u> </u>
NET BOOK VALUE			
At 31st December 2022	1,094	-	1,094
	<u> </u>	<u> </u>	<u> </u>
At 31st December 2021	1,459	-	1,459
	<u> </u>	<u> </u>	<u> </u>

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST DECEMBER 2022**

8. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022	2021
	£	£
Trade debtors	4,956	-
Prepayments and accrued income	3,110	2,913
	<u>8,066</u>	<u>2,913</u>

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022	2021
	£	£
Trade creditors	-	100
Accrued expenses	3,000	3,000
	<u>3,000</u>	<u>3,100</u>

10. MOVEMENT IN FUNDS

	At 1.1.22	Net movement in funds	At 31.12.22
	£	£	£
Unrestricted funds			
General fund	377,432	44,666	422,098
	<u>377,432</u>	<u>44,666</u>	<u>422,098</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	177,611	(132,945)	44,666
	<u>177,611</u>	<u>(132,945)</u>	<u>44,666</u>

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST DECEMBER 2022

10. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.1.21 £	Net movement in funds £	At 31.12.21 £
Unrestricted funds			
General fund	298,281	79,151	377,432
TOTAL FUNDS	<u>298,281</u>	<u>79,151</u>	<u>377,432</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	140,725	(61,574)	79,151
TOTAL FUNDS	<u>140,725</u>	<u>(61,574)</u>	<u>79,151</u>

11. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31st December 2022.

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST DECEMBER 2022**

	2022 £	2021 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Grants	-	11,474
Investment income		
Deposit account interest	914	36
Charitable activities		
Membership subscriptions	126,430	122,758
Conference and workshops	29,338	-
Courses	17,135	2,237
Mailing services, database use	3,794	4,220
	<u>176,697</u>	<u>129,215</u>
Total incoming resources	177,611	140,725
EXPENDITURE		
Charitable activities		
Website/Advertising	16,438	18,452
Conference costs	77,892	7,337
Synapse / Newsletter	-	2,538
Course fees	2,991	301
Project costs	4,460	5,846
	<u>101,781</u>	<u>34,474</u>
Support costs		
Management		
Wages	14,508	12,996
Insurance	1,609	1,598
Office expenses	3,018	2,587
Sundries	6,041	4,183
Travelling	1,099	511
Plant and machinery	365	487
Computer equipment	-	102
	<u>26,640</u>	<u>22,464</u>
Finance		
Bank charges	1,884	1,636
Governance costs		
Independent examiner's fees	2,640	3,000

This page does not form part of the statutory financial statements

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST DECEMBER 2022**

	2022	2021
	£	£
Total resources expended	<u>132,945</u>	<u>61,574</u>
Net income	<u><u>44,666</u></u>	<u><u>79,151</u></u>

This page does not form part of the statutory financial statements

Accounts

REGISTERED COMPANY NUMBER: 10898963 (England and Wales)
REGISTERED CHARITY NUMBER: 1180086

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2021
FOR
ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY

Martin and Company
25 St Thomas Street
Winchester
Hampshire
SO23 9HJ

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

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FOR THE YEAR ENDED 31 DECEMBER 2021**

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**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2021**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 December 2021. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Primary objectives

The company's objects are to preserve and protect good health for the public benefit within areas of neurology or physiotherapy or cognate health-related fields (including neuro-physiotherapy, neurosciences, neuro-technology, neurosurgery, neuro-rehabilitation and adjacent subdisciplines) through education, training, scholarship, research, knowledge-creation, dissemination and exchange, leadership, continuing development and overall practice excellence and achievement and fostering dialogue on related health and social care policy and professionalism.

We review our aims, objectives and business strategy annually, taking into account available resources.

Our main objectives during 2021 were to:

- Increase our external presence
- Continue embedding the ACPIN office into the day to day running requirements of ACPIN
- Ensure fundraising for the Charity with the priority of the Charity Support Officer's role
- Continue to extend and build upon current provision of CPD training through a diverse range of training courses.
- Continue the implementation of a clear Governance structure in line with Charity Commission guidelines.
- Continuing collaborating with other Associations.
- Systematically explore ways in which we can engage with the public more effectively

Public benefit

The Board has paid due regard to the Charity Commission's guidelines on public benefit. ACPIN remains committed to fostering, for the public benefit, the highest standard of education and resource learning tools for all. This in turn, will enable the delivery of the best possible care for members of the public and their patients, ensuring they are always up-to-date with the latest developments and innovations in this area of physiotherapy. ACPIN recognises the positive effect that high quality, life-long training can have for all.

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2021**

ACHIEVEMENT AND PERFORMANCE

ACPIN's Board consists of 5 portfolio holders, plus the Chair, Vice Chair and Treasurer, all of whom have a responsibility to grow and develop their areas for the benefit of the public including ACPIN and its members.

A summary of the collective achievements of the Board up until 31st December 2021, is provided below:

- o **Membership:** Continued increase in ACPIN membership despite the ongoing pandemic- where membership has increased from 3100 to 3700.
- o **Data Protection:** Full compliance with GDPR regulations, ensuring that no mailing lists are shared with external parties.
- o **Distribution of weekly newsletter** to members including growing feature of people with neurological conditions seeking expert guidance/advise and input into their condition
- o **Membership survey:** Successful membership survey done in the first quarter of the year. We had a response rate of just over 20%. Members highlighted what they wanted to see more of and what they felt ACPIN should be doing less of. We will use this to inform the planning of our activities in the coming year.
- o **Increasing the availability of the best evidence for treatment:** Working group set up and has started to identify existing resources and building a comprehensive compendium of web-based e-learning courses and materials which will be accessible through the website. Patient and public involvement members to actively contribute to this group. We have also worked with GripAble- a tech start-up company- to explore their evidence based equipment - and make this available on a trial basis for therapists to trial with patients who would not have been able to access this before
- o **Reviewing the Educational opportunities:** Working group set up and started to review educational opportunities that exist for neurological physiotherapists and people with neurological conditions. The group has started to develop an educational framework adding structure and direction to the educational opportunities. Patient and public involvement members to actively contribute to this group once recruited.
- o **Engaging with members of the public:** Proposal development for funding to set up a patient and public partners advisory group to inform the work that ACPIN does- resubmitted and has been successful. Now looking to recruit PPIE members to workshops to explore PPIE in the context of ACPIN.
- o **Working with other charitable organisations:** Neurological Alliance, MS Society and MND Association links made, fostered and collaborative opportunities sort to widen impact and reach eg: influencing the Neurological Alliance patient survey
- o **Harmonising regions- successful move to hubs:** 11 hubs now set up and progressing to harmonising activity
- o **Delivering high quality evidence-based information to improve treatment options for patients and the public:**
 - Continued delivery of a well-supported and successful mini virtual study days and continued free professional development by taking courses virtual and making them free for the year
 - Continued development and active engagement of members of the public to contribute to the compilation of clinical guidelines for the use of Functional Electrical stimulation
 - Actively looking at hosting a face-to-face neuro-physiotherapy conference with strong patient involvement
- o **Publicity:** media exposure through charitable organisations such as the Neurological Alliance and professional bodies such as the Chartered Society of Physiotherapists

The ongoing COVID-19 pandemic, continues to significantly impact ACPIN's performance and achievements. Whilst we have attempted to forge ahead as much as we could within the current pandemic constraints, there is slow progress with the vast majority of the above plans. Despite these delays, the opportunities it has presented us, such as active engagement with other charitable organisation to impact patient care, collaborating with tech companies to facilitate access to equipment for patient benefit, has allowed ACPIN to robustly advocate on behalf of patients, especially highlighting the health inequalities that exist for this patient group. Our successful funding obtained for PPIE workshops will allow us to further explore PPIE in the context of ACPIN and makes the likelihood of development of a PPIE advisory group for ACPIN a strong future possibility.

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2021**

FINANCIAL REVIEW

Financial position

The Charity relies on funds generated through membership subscriptions as well as surplus funds received from conferences and courses.

The Board continues to actively pursue potential fundraising activities to augment existing reserves. We have looked to advertise for an individual who has a background in charity fundraising.

Principal funding sources

The principal funding source for ACPIN remains through its membership.

Our main expenses were wages and advertising, these two elements accounted for 50% of total expenditure for the year.

Reserves policy

Our policy is to maintain reserves at a sufficient level to support management, administration and support costs. Any surplus funds are reinvested in the Charity and earmarked for a variety of projects.

At the end of the financial year, ACPIN's reserves totalled £377,432..

FUTURE PLANS

ACPIN's plans for the coming financial year are:

- Patient and public involvement:

o Plan for and organise focus groups with patients and members of the public to provide a discussion forum for the exchange of ideas that are aimed at benefitting the public and patients. This has been significantly delayed due to COVID-19 and the subsequent lockdown has meant that ACPIN were not able to fulfil this objective. We are actively pursuing this within the current constraints.

- Fundraising:

- o Enhance fundraising activities in support of ACPIN's ongoing objects. ACPIN is actively looking at ways that this can be achieved in line with its charitable strategy
- o Investigating and accessing governmental grants and funding opportunities that promote ACPIN's objects.
- o Investigate collaborative opportunities which have a wider public health benefit. We have developed collaborations with the Motor Neurone Disease organisation; the Neurological Alliance; and Multiple Sclerosis society.
- o We are currently looking to actively employ someone with a charity background who can work with us on this

- Governance:

- o Development of a Risk Register/Risk rating tool.

- Education:

- o To enhance educational opportunities for the benefit of all through publications and e-learning materials. COVID-19 has meant that we have significantly increased our open access online learning.
- o Use the ACPIN conference as a platform to continue with the engagement process with members of the public.
- o Seek collaboration and engage with the public to maximise co-design opportunities for the public benefit.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document the Memorandum and Articles of Association, dated 18th September 2018.

Reference and administrative details

ACPIN is a registered company in England and Wales - number 10898963 and a Registered Charity - number 1180086

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2021**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Recruitment and appointment of new trustees

The Board recognises the importance of improving the governance structure in line with Charity Commission guidelines. Therefore, they have drafted a comprehensive trustee document including roles and responsibilities as well as a guideline for recruitment of new Trustee Board members. The ACPIN Board had approved this document and part of the future plan is to advertise for and commence trustee recruitment.

Trustee recruitment was advertised from the 5th October 2020 for 6 weeks and unfortunately we had no-one step forward. COVID-19 continues to impact our plans around trustee recruitment, and we are aiming to tackle this in the coming year.

Organisational structure

The ACPIN charity is made up of a Board of Directors which is accountable to the ACPIN Council. The ACPIN Council also includes regional council members. Collectively the Council holds the Board accountable for the delivery of its charitable objects. The ACPIN Board meets on a monthly basis and the ACPIN Council meets twice per year.

In addition, the Chair has ultimate responsibility to ensure that the charity acts in accordance with its charitable objects which are set out in Article 2 of the Articles of Association.

Risk management

The Board regularly reviews the major risks to which the charity is exposed. During 2019, the Board reviewed the charity's governance structure and compiled series of policy documents to ensure that the charity had robust and fully accountable procedures in place for its ongoing operation.

These policies are under continuous review, where new documents are drafted and ratified to augment those already in place.

These policies have a strict process of yearly review to ensure that they remain current and consistent with prevailing guidelines.

As a small charity, ACPIN is also highly dependent on the willingness of the ACPIN Board, who are entirely made up of volunteers, to invest considerable amounts of personal, unpaid time as well as having a few highly dedicated staff. We recognise a clear risk to the charity should we lose key individuals that we cannot easily replace. As a result, we are constantly reviewing our operational performance and capacity to ensure that we have the capacity, correct skill mix and availability to deliver on our objectives.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

10898963 (England and Wales)

Registered Charity number

1180086

Registered office

Morello Clinic, Nelson House
Langstone Business Park
Langstone
Newport
NP18 2LH

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2021**

Trustees

Ms A B Adonis (Chair)

Ms L Azam

Mr A J J Brouwers (Former Chair)

Ms E Butler (resigned 1.8.22)

Ms N Guck (Vice Chair)

Mr P Kumar

J Sampson (Treasurer Aug 2020)

Independent Examiner

David J C Barr

FCA

Martin and Company

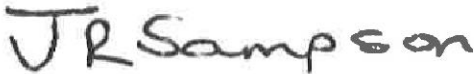
25 St Thomas Street

Winchester

Hampshire

SO23 9HJ

Approved by order of the board of trustees on 27/9/22..... and signed on its behalf by:



.....
J Sampson (Treasurer Aug 2020) - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

Independent examiner's report to the trustees of Association Of Chartered Physiotherapists In Neurology ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2021.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

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

Independent examiner's statement

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

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

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



David J C Barr
FCA
Martin and Company
25 St Thomas Street
Winchester
Hampshire
SO23 9HJ

Date: 28/9/22

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 DECEMBER 2021**

	Notes	31.12.21 Unrestricted fund £	31.12.20 Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies		11,474	2,500
Charitable activities			
Membership fees		122,758	122,063
Conference and workshops		-	11,060
Courses, database and projects		2,237	-
Other		4,220	2,555
Investment income	2	36	254
Total		140,725	138,432
EXPENDITURE ON			
Charitable activities			
Conference and workshops		7,337	8,546
Synapse/Newsletter/Stroke Guidelines/UK Forum		2,538	4,902
Courses, database and projects		6,147	6,345
Administrative support		27,100	36,564
Website/advertising		18,452	21,705
Total		61,574	78,062
NET INCOME		79,151	60,370
RECONCILIATION OF FUNDS			
Total funds brought forward		298,281	237,911
TOTAL FUNDS CARRIED FORWARD		377,432	298,281

The notes form part of these financial statements

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

BALANCE SHEET
31 DECEMBER 2021

	Notes	31.12.21 Unrestricted fund £	31.12.20 Total funds £
FIXED ASSETS			
Tangible assets	7	1,459	2,048
CURRENT ASSETS			
Debtors	8	2,913	7,494
Cash at bank		376,160	295,740
		379,073	303,234
CREDITORS			
Amounts falling due within one year	9	(3,100)	(7,001)
NET CURRENT ASSETS		375,973	296,233
TOTAL ASSETS LESS CURRENT LIABILITIES		377,432	298,281
NET ASSETS		377,432	298,281
FUNDS	10		
Unrestricted funds		377,432	298,281
TOTAL FUNDS		377,432	298,281

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

BALANCE SHEET - continued
31 DECEMBER 2021

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 27.1.22 and were signed on its behalf by:

J R Sampson

J Sampson (Treasurer Aug 2020) - Trustee

The notes form part of these financial statements

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, 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 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

Income

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

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, 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 accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Plant and machinery	- 25% on reducing balance
Computer equipment	- 33.33% straight line

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

All funds are unrestricted and can be used in accordance with the charitable objectives at the discretion of the trustees.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2021**

2. INVESTMENT INCOME

	31.12.21	31.12.20
	£	£
Deposit account interest	36	254

3. SUPPORT COSTS

	Management £	Finance £	Governance costs £	Totals £
Administrative support	22,464	1,636	3,000	27,100

Support costs, included in the above, are as follows:

Management

	31.12.21	31.12.20
	Administrative support £	Total activities £
Wages	12,996	17,057
Pensions	-	181
Insurance	1,598	1,583
Office expenses	2,587	3,419
Sundries	4,183	3,454
Travelling	511	3,840
Depreciation	589	1,452
	22,464	30,986

Finance

	31.12.21	31.12.20
	Administrative support £	Total activities £
Bank charges	1,636	1,678

Governance costs

	31.12.21	31.12.20
	Administrative support £	Total activities £
Independent examiner's fees	3,000	3,900

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2021**

4. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31.12.21	31.12.20
	£	£
Depreciation - owned assets	<u>589</u>	<u>1,452</u>

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2021 nor for the year ended 31 December 2020.

Trustees' expenses

There were no travelling, office and conference expenses paid to the trustees in the year ended 31st December 2021 (£2,329 paid to 7 trustees in December 2020).

6. STAFF COSTS

The average monthly number of employees during the year was as follows:

	31.12.21	31.12.20
Office	<u>2</u>	<u>2</u>

No employees received emoluments in excess of £60,000.

7. TANGIBLE FIXED ASSETS

	Plant and machinery £	Computer equipment £	Totals £
COST			
At 1 January 2021 and 31 December 2021	<u>5,981</u>	<u>2,409</u>	<u>8,390</u>
DEPRECIATION			
At 1 January 2021	4,035	2,307	6,342
Charge for year	487	102	589
At 31 December 2021	<u>4,522</u>	<u>2,409</u>	<u>6,931</u>
NET BOOK VALUE			
At 31 December 2021	<u>1,459</u>	-	<u>1,459</u>
At 31 December 2020	<u>1,946</u>	<u>102</u>	<u>2,048</u>

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2021**

8. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	31.12.21	31.12.20
	£	£
Trade debtors	-	6,030
Prepayments and accrued income	2,913	1,464
	<u>2,913</u>	<u>7,494</u>

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	31.12.21	31.12.20
	£	£
Trade creditors	100	101
Accrued expenses	3,000	6,900
	<u>3,100</u>	<u>7,001</u>

10. MOVEMENT IN FUNDS		Net movement in funds	At 31.12.21
	At 1.1.21	£	£
	£		
Unrestricted funds			
General fund	298,281	79,151	377,432
	<u>298,281</u>	<u>79,151</u>	<u>377,432</u>
TOTAL FUNDS	<u>298,281</u>	<u>79,151</u>	<u>377,432</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	140,725	(61,574)	79,151
	<u>140,725</u>	<u>(61,574)</u>	<u>79,151</u>
TOTAL FUNDS	<u>140,725</u>	<u>(61,574)</u>	<u>79,151</u>

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2021**

10. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.1.20 £	Net movement in funds £	At 31.12.20 £
Unrestricted funds			
General fund	237,911	60,370	298,281
TOTAL FUNDS	<u>237,911</u>	<u>60,370</u>	<u>298,281</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	138,432	(78,062)	60,370
TOTAL FUNDS	<u>138,432</u>	<u>(78,062)</u>	<u>60,370</u>

11. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2021.

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2021**

	31.12.21 £	31.12.20 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Grants	11,474	2,500
Investment income		
Deposit account interest	36	254
Charitable activities		
Membership subscriptions	122,758	122,063
Conference and workshops	-	11,060
Courses	2,237	-
Mailing services, database use	4,220	2,555
	<u>129,215</u>	<u>135,678</u>
Total incoming resources	140,725	138,432
EXPENDITURE		
Charitable activities		
Website/Advertising	18,452	21,705
Conference costs	7,337	8,546
Synapse / Newsletter	2,538	4,902
Course fees	301	-
Project costs	5,846	6,345
	<u>34,474</u>	<u>41,498</u>
Support costs		
Management		
Wages	12,996	17,057
Pensions	-	181
Insurance	1,598	1,583
Office expenses	2,587	3,419
Sundries	4,183	3,454
Travelling	511	3,840
Plant and machinery	487	649
Computer equipment	102	803
	<u>22,464</u>	<u>30,986</u>
Finance		
Bank charges	1,636	1,678

This page does not form part of the statutory financial statements

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2021**

	31.12.21	31.12.20
	£	£
Finance		
Governance costs		
Independent examiner's fees	3,000	3,900
	<hr/>	<hr/>
Total resources expended	61,574	78,062
	<hr/>	<hr/>
Net income	79,151	60,370
	<hr/> <hr/>	<hr/> <hr/>

This page does not form part of the statutory financial statements

Accounts

REGISTERED COMPANY NUMBER: 10898963 (England and Wales)
REGISTERED CHARITY NUMBER: 1180086

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020
FOR
ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY

Martin and Company
25 St Thomas Street
Winchester
Hampshire
SO23 9HJ

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

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FOR THE YEAR ENDED 31 DECEMBER 2020**

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Detailed Statement of Financial Activities	15 to 16

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2020**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 December 2020. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Primary objectives

The companies objects are to preserve and protect good health for the public benefit within areas of neurology or physiotherapy or cognate health-related fields (including neuro-physiotherapy, neurosciences, neuro-technology, neurosurgery, neuro-rehabilitation and adjacent subdisciplines) through education, training, scholarship, research, knowledge-creation, dissemination and exchange, leadership, continuing development and overall practice excellence and achievement and fostering dialogue on related health and social care policy and professionalism.

We review our aims, objectives and business strategy annually, taking into account available resources.

Our main objectives during 2020 were to:

- To ensure engagement with ACPIN Membership and increase our external profile
- To explore opportunities to engage with patients and members of the general public more effectively, to guide future ACPIN strategy
- Enhance fundraising activities to support ACPIN's strategic objectives
- Continue to build and enhance CPD opportunities through the use of a diverse range of training courses delivered virtually and through e-learning.
- To continue to collaborate and learn from other organisations and associations linked to the field of Neurological Rehabilitation.

Public benefit

The Board has paid due regard to the Charity Commission's guidelines on public benefit. ACPIN remains committed to fostering, for the public benefit, the highest standard of education and resource learning tools for all. This in turn, will enable the delivery of the best possible care for members of the public and their patients, ensuring they are always up-to-date with the latest developments and innovations in this area of physiotherapy. ACPIN recognises the positive effect that high quality, life-long training can have for all.

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2020**

ACHIEVEMENT AND PERFORMANCE

ACPIN's Board consists of 7 portfolio holders, plus the Chair, Vice Chair and Treasurer, all of whom have a responsibility to grow and develop their areas for the benefit of the public including ACPIN and its members.

A summary of the collective achievements of the Board up until 31st December 2020, is provided below:

- **Membership:** Continued increase in ACPIN membership despite being in the midst of a pandemic- where membership has increased of 8.8% from 3100 to 3400.
- **Data Protection:** Full compliance with GDPR regulations, ensuring that no mailing lists are shared with external parties.
- **Distribution of weekly newsletter** to members including growing feature of people with neurological conditions seeking expert guidance/advice and input into their condition
- **Increasing the availability of the best evidence for treatment:** Working group set up and has started to identify existing resources and building a comprehensive compendium of web-based e-learning courses and materials which will be accessible through the website. Patient and public involvement members to actively contribute to this group
- **Reviewing the Educational opportunities :** Working group set up and started to review educational opportunities that exist for neurological physiotherapists and people with neurological conditions. Patient and public involvement members to actively contribute to this group once recruited
- **Engaging with members of the public:** Proposal development for funding to set up a patient and public partners advisory group to inform the work that ACPIN does- despite being declined for funding , we are in the process of redrafting to re-submit.
- **Working with other charitable organisations:** Neurological Alliance, MS Society and MND Association links made, fostered and collaborative opportunities sort to widen impact and reach eg: influencing the Neurological Alliance patient survey
- **Harmonising regions- successful move to hubs:** Allows regions to have greater reach and bigger impact with a reduction in number of regions from 18 to 11 hubs
- **Delivering high quality evidence-based information to improve treatment options for patients and the public:**
 - o delivery of a well-supported and successful mini virtual study day in Dec 2020 and continued free professional development by taking courses virtual and making them free for the year
 - o continued development and active engagement of members of the public to contribute to the compilation of clinical guidelines for the use of Functional Electrical stimulation
- **Publicity:** media exposure through charitable organisations such as the Neurological Alliance and professional bodies such as the Chartered Society of Physiotherapists

COVID-19 continues to significantly impact ACPIN's performance and achievements, and whilst we have attempted to forge ahead as much as we could within the current pandemic constraints, there is a delay to a vast majority of the above plans. Despite these delays, the opportunities it has presented us, such as active engagement with other charitable organisation to impact patient care (E.g: Neurological Alliance) has allowed ACPIN to robustly advocate on behalf of patients, especially highlighting the health inequalities that exist for this patient group.

FINANCIAL REVIEW

Financial position

The Charity relies on funds generated through membership subscriptions as well as surplus funds received from conferences and courses.

The Board continues to actively pursue potential fundraising activities to augment existing reserves.

Principal funding sources

The principal funding source for ACPIN remains through its membership.

Our main expenses were wages and advertising, these two elements accounted for 50% of total expenditure for the year.

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2020**

FINANCIAL REVIEW

Reserves policy

Our policy is to maintain reserves at a sufficient level to support management, administration and support costs. Any surplus funds are reinvested in the Charity and earmarked for a variety of projects.

At the end of the financial year, ACPIN's reserves totalled £298,281.

FUTURE PLANS

ACPIN's plans for the coming financial year are:

- Patient and public involvement

o Plan for and organise focus groups with patients and members of the public to provide a discussion forum for the exchange of ideas that are aimed at benefitting the public and patients. This has been significantly delayed due to COVID-19 and the subsequent lockdown has meant that ACPIN were not able to fulfil this objective. However we are still laying the foundations for this so that once the pandemic has eased we are able to actively pursue it.

- Fundraising:

o Enhance fundraising activities in support of ACPIN's ongoing objects. ACPIN is actively looking at ways that this can be achieved in line with its charitable strategy.

o Investigating and accessing governmental grants and funding opportunities that promote ACPIN's objects.

o Investigate collaborative opportunities which have a wider public health benefit. We have developed collaborations with the Motor Neurone Disease organisation; the Neurological Alliance; and Multiple Sclerosis society..

- Governance

o Development of a Risk Register/Risk rating tool.

- Education:

o To enhance educational opportunities for the benefit of all through publications and e-learning materials. COVID-19 has meant that we have significantly increased our open access online learning.

o Use the ACPIN conference as a platform to continue with the engagement process with members of the public.

o Seek collaboration and engage with the public to maximise co-design opportunities for the public benefit.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document the Memorandum and Articles of Association, dated 18th September 2018.

Reference and administrative details

ACPIN is a registered company in England and Wales - number 10898963 and a Registered Charity - number 1180086

Recruitment and appointment of new trustees

The Board recognises the importance of improving the governance structure in line with Charity Commission guidelines. Therefore, they have drafted a comprehensive trustee document including roles and responsibilities as well as a guideline for recruitment of new Trustee Board members. The ACPIN Board had approved this document and part of the future plan is to advertise for and commence trustee recruitment.

Trustee recruitment is scheduled to being advertised the week commencing the 5th October 2020. COVID-19 has significantly delayed the original recruitment process.

Organisational structure

The ACPIN charity is made up of a Board of Directors which is accountable to the ACPIN Council. The ACPIN Council also includes regional council members. Collectively the Council holds the Board accountable for the delivery of its charitable objects. The ACPIN Board meets on a monthly basis and the ACPIN Council meets twice per year.

In addition, the Chair has ultimate responsibility to ensure that the charity acts in accordance with its charitable objects which are set out in Article 2 of the Articles of Association.

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2020**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Risk management

The Board regularly reviews the major risks to which the charity is exposed. During 2019, the Board reviewed the charity's governance structure and compiled series of policy documents to ensure that the charity had robust and fully accountable procedures in place for its ongoing operation.

These policies are under continuous review, where new documents are drafted and ratified to augment those already in place.

These policies have a strict process of yearly review to ensure that they remain current and consistent with prevailing guidelines.

As a small charity, ACPIN is also highly dependent on the willingness of the ACPIN Board, who are entirely made up of volunteers, to invest considerable amounts of personal, unpaid time as well as having a few highly dedicated staff. We recognise a clear risk to the charity should we lose key individuals that we cannot easily replace. As a result are constantly reviewing our operational performance and capacity to ensure that we have the capacity, correct skill mix and availability to deliver on our objectives.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

10898963 (England and Wales)

Registered Charity number

1180086

Registered office

Morello Clinic, Nelson House
Langstone Business Park
Langstone
Newport
NP18 2LH

Trustees

Ms A B Adonis (Chair)
Ms L Azam
Mr A J J Brouwers (Former Chair)
Ms E Butler
Ms N Guck (Vice Chair)
Ms J Kileff (Treasurer) (resigned 27.7.20)
Mr P Kumar
J Sampson (Treasurer Aug 2020) (appointed 27.7.20)

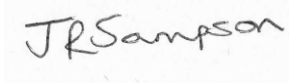
Independent Examiner

David J C Barr
FCA
Martin and Company
25 St Thomas Street
Winchester
Hampshire
SO23 9HJ

Approved by order of the board of trustees on 29 September 2021 and signed on its behalf by:

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2020**

A handwritten signature in black ink that reads "J Sampson". The signature is written in a cursive style and is contained within a light grey rectangular box.

.....
J Sampson (Treasurer Aug 2020) - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

Independent examiner's report to the trustees of Association Of Chartered Physiotherapists In Neurology ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2020.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

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

Independent examiner's statement

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

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

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



David J C Barr
FCA
Martin and Company
25 St Thomas Street
Winchester
Hampshire
SO23 9HJ

Date: 29 September 2021

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 DECEMBER 2020**

	Notes	31.12.20 Unrestricted fund £	31.12.19 Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies		2,500	14,886
Charitable activities			
Membership fees		122,063	110,740
Conference and workshops		11,060	1,960
Courses and database		-	18,909
Other		2,555	-
Investment income	2	254	403
Total		138,432	146,898
EXPENDITURE ON			
Charitable activities			
Conference and workshops		8,546	2,334
Synapse/Newsletter/Stroke Guidelines/UK Forum		4,902	2,082
Courses and database		6,345	9,757
Administrative support		36,564	85,360
Website/advertising		21,705	40,107
Total		78,062	139,640
NET INCOME		60,370	7,258
RECONCILIATION OF FUNDS			
Total funds brought forward		237,911	230,653
TOTAL FUNDS CARRIED FORWARD		298,281	237,911

The notes form part of these financial statements

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

BALANCE SHEET
31 DECEMBER 2020

	Notes	31.12.20 Unrestricted fund £	31.12.19 Total funds £
FIXED ASSETS			
Tangible assets	7	2,048	3,500
CURRENT ASSETS			
Debtors	8	7,494	49,795
Cash at bank		<u>295,740</u>	<u>220,201</u>
		303,234	269,996
CREDITORS			
Amounts falling due within one year	9	(7,001)	(35,585)
		<u>296,233</u>	<u>234,411</u>
NET CURRENT ASSETS			
		<u>298,281</u>	237,911
TOTAL ASSETS LESS CURRENT LIABILITIES			
		<u>298,281</u>	<u>237,911</u>
NET ASSETS			
		<u>298,281</u>	<u>237,911</u>
FUNDS	10		
Unrestricted funds		<u>298,281</u>	<u>237,911</u>
TOTAL FUNDS		<u>298,281</u>	<u>237,911</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2020.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2020 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

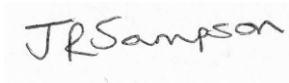
The notes form part of these financial statements

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

BALANCE SHEET - continued
31 DECEMBER 2020

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 29 September 2021 and were signed on its behalf by:



.....
J Sampson (Treasurer Aug 2020) - Trustee

The notes form part of these financial statements

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, 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 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

Income

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

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, 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 accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Plant and machinery	- 25% on reducing balance
Computer equipment	- 33.33% straight line

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

All funds are unrestricted and can be used in accordance with the charitable objectives at the discretion of the trustees.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2020**

2. INVESTMENT INCOME

	31.12.20	31.12.19
	£	£
Deposit account interest	<u>254</u>	<u>403</u>

3. SUPPORT COSTS

	Management	Finance	Governance	Totals
	£	£	costs £	£
Administrative support	<u>30,986</u>	<u>1,678</u>	<u>3,900</u>	<u>36,564</u>

Support costs, included in the above, are as follows:

Management

	31.12.20	31.12.19
	Administrative support £	Total activities £
Wages	17,057	41,602
Pensions	181	1,094
Insurance	1,583	1,545
Office expenses	3,419	4,717
Sundries	3,454	14,208
Travelling	3,840	12,821
Depreciation	<u>1,452</u>	<u>1,668</u>
	<u>30,986</u>	<u>77,655</u>

Finance

	31.12.20	31.12.19
	Administrative support £	Total activities £
Bank charges	<u>1,678</u>	<u>1,061</u>

Governance costs

	31.12.20	31.12.19
	Administrative support £	Total activities £
Independent examiner's fees	3,900	3,000
Professional fees	-	<u>3,644</u>
	<u>3,900</u>	<u>6,644</u>

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2020**

4. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31.12.20	31.12.19
	£	£
Depreciation - owned assets	<u>1,452</u>	<u>1,668</u>

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2020 nor for the year ended 31 December 2019.

Trustees' expenses

There were £2,329 travelling, office and conference expenses paid to 7 trustees in the year ended 31st December 2020 (£2,536 in December 2019).

6. STAFF COSTS

The average monthly number of employees during the year was as follows:

	31.12.20	31.12.19
Office	<u>2</u>	<u>3</u>

No employees received emoluments in excess of £60,000.

7. TANGIBLE FIXED ASSETS

	Plant and machinery £	Computer equipment £	Totals £
COST			
At 1 January 2020 and 31 December 2020	<u>5,981</u>	<u>2,409</u>	<u>8,390</u>
DEPRECIATION			
At 1 January 2020	3,386	1,504	4,890
Charge for year	<u>649</u>	<u>803</u>	<u>1,452</u>
At 31 December 2020	<u>4,035</u>	<u>2,307</u>	<u>6,342</u>
NET BOOK VALUE			
At 31 December 2020	<u>1,946</u>	<u>102</u>	<u>2,048</u>
At 31 December 2019	<u>2,595</u>	<u>905</u>	<u>3,500</u>

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2020**

8. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	31.12.20	31.12.19
	£	£
Trade debtors	6,030	16,790
Prepayments and accrued income	1,464	33,005
	<u>7,494</u>	<u>49,795</u>

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	31.12.20	31.12.19
	£	£
Trade creditors	101	1,903
Accrued expenses	6,900	33,682
	<u>7,001</u>	<u>35,585</u>

10. MOVEMENT IN FUNDS		Net movement in funds	At 31.12.20
	At 1.1.20	£	£
Unrestricted funds			
General fund	237,911	60,370	298,281
	<u>237,911</u>	<u>60,370</u>	<u>298,281</u>
TOTAL FUNDS	<u>237,911</u>	<u>60,370</u>	<u>298,281</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	138,432	(78,062)	60,370
	<u>138,432</u>	<u>(78,062)</u>	<u>60,370</u>
TOTAL FUNDS	<u>138,432</u>	<u>(78,062)</u>	<u>60,370</u>

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2020

10. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.1.19 £	Net movement in funds £	At 31.12.19 £
Unrestricted funds			
General fund	230,653	7,258	237,911
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>230,653</u>	<u>7,258</u>	<u>237,911</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	146,898	(139,640)	7,258
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>146,898</u>	<u>(139,640)</u>	<u>7,258</u>

11. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2020.

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2020**

	31.12.20	31.12.19
	£	£
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	-	12,386
Grants	<u>2,500</u>	<u>2,500</u>
	2,500	14,886
Investment income		
Deposit account interest	254	403
Charitable activities		
Membership subscriptions	122,063	110,740
Conference and workshops	11,060	1,960
Courses	-	17,150
Mailing services, database use	<u>2,555</u>	<u>1,759</u>
	135,678	131,609
Total incoming resources	138,432	146,898
EXPENDITURE		
Charitable activities		
Website/Advertising	21,705	40,107
Conference costs	8,546	2,334
Synapse / Newsletter	4,902	2,082
Course fees	-	9,757
Project costs	<u>6,345</u>	<u>-</u>
	41,498	54,280
Support costs		
Management		
Wages	17,057	41,602
Pensions	181	1,094
Insurance	1,583	1,545
Office expenses	3,419	4,717
Sundries	3,454	14,208
Travelling	3,840	12,821
Plant and machinery	649	865
Computer equipment	<u>803</u>	<u>803</u>
	30,986	77,655

This page does not form part of the statutory financial statements

**ASSOCIATION OF CHARTERED
PHYSIOTHERAPISTS IN NEUROLOGY**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2020**

	31.12.20	31.12.19
	£	£
Management		
Finance		
Bank charges	1,678	1,061
Governance costs		
Independent examiner's fees	3,900	3,000
Professional fees	<u>-</u>	<u>3,644</u>
	3,900	6,644
Total resources expended	78,062	139,640
Net income	<u>60,370</u>	<u>7,258</u>

This page does not form part of the statutory financial statements