

Annual Report to end August 2021

Annual General Meeting, 8th November 2021

Registered Charity 1185148

**P.O. Box 7153
59 Birmingham Road
Lichfield
WS14 4JW**

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Foreword

This annual report, covering September 2020-end of August 2021, reflects an emerging sense of cautious optimism generally and pride in how successfully the British Lymphology Society (BLS) is weathering the storm! The ongoing pandemic has undoubtedly had a profound impact on the health and well-being of most people including those we seek to help and those we rely on for support. As we enter a fragile stage of recovery, many of us are weary, but hopeful, and keen to move forward and use what we have learned for a better future.

In a year that has been like no other, the Society has achieved considerable success and been very productive. Early decisions by trustees to work differently, diligent financial management, priority setting, hard work, determination and teamwork is steering us safely through. Unable to engage face to face, we adapted our communication strategies, responding to a need for more digital information, education, resources and campaigning. We became more nimble in our decision-making. As a result, we are ending the year in a stronger and more stable position.

We have also kept up the pace up in campaigning for those living with lymphoedema. We could not do this without our members and partners, who have volunteered their time and expertise to support the BLS. To improve understanding and knowledge of lymphoedema, we increased our outputs of information, guidance, presentations, publications and other media outputs. To promote better treatment and support effective clinical decision making and practice, additional resources have been produced. More collaborations have been initiated to disseminate information even more widely. All of this has served to raise the profile of lymphoedema, the standing of the Society and the voice of its members.

The achievements are impressive in the context of the pandemic, reflecting the commitment and passion they have for better lymphoedema care. Most of our members and trustees are clinical specialists who have had to prioritise their clinical role. Many have been limited in the time or energy they were able to give to the BLS. However, everyone did what they could. Those who were able, continued to make valuable contributions and the board of trustees pulled together, some taking on additional activities. We also had outstanding support from our Project Manager, Kate Sinclair and the Effective Business Management (EBM) team who provide our administrative functions. I am indebted to each and every one of them.



Margaret Sneddon
Chair BLS

About BLS

There are over 430,000 people living with lymphoedema in the UK of all ages. Many more are unrecognised and receiving little or no treatment. Even amongst those who are, the services available to them are variable. The BLS, its members and supporters are determined to better that situation. The main object of the BLS is to the preservation and protection of good health among people in the United Kingdom living with lymphoedema/chronic oedema in particular by:

1. advancing education and knowledge in the field of lymphology and related subjects.
2. fostering interest in and co-ordinating a strategy for improving the management of chronic oedema, particularly lymphoedema.
3. producing and maintaining a register of specialist centres in the United Kingdom and Ireland.
4. improving the knowledge, expertise and skills of health care professionals who treat patients.

As a registered charity it is essential to demonstrate public benefit. By focusing on the above, the Society benefits the public by raising awareness of lymphoedema, how the risk of developing it, or complications arising from it, may be reduced. By promoting early detection of the condition and treatment that is prompt, appropriate and equitable, we seek to reduce prevalence, severity and impact of lymphoedema. We also seek to use our unique professional leadership position and expertise of our members to advise government, NHS and other professional bodies and organisations and work with other stakeholders, to raise awareness. Trustees ensure the work of the Society is underpinned by a stable business foundation. Members are encouraged to be actively involved in shaping the agenda and objectives of the charity by becoming a trustee or contributing to key activities.

Who we are

The BLS community are those who support the charity through their individual, collective or corporate membership and donors. All members are expected to adhere to the Code of Conduct and the principles and values underpinning the Society. Individual and collective members are mostly health care professionals and others with an interest in lymphoedema and its treatment. Corporate Partners are commercial bodies that contribute to the advancement of the Society. Friends of BLS are mainly non-specialist healthcare professionals or others with an interest in improving lymphoedema care.

Trustees manage the business of the charity, ensure resources are used well and further the objects of the charity. They are committed volunteers, elected by the membership at the Annual General Meeting in accordance with Section 12 of the Constitution adopted on 9 November 2020 <https://www.thebls.com/documents-library/constitution-of-the-british-lymphology-society-as-a-charitable-incorporated-organisation-9th-november-2020>

Current Trustees and terms/years served

Chair: Margaret Sneddon (Term 1, Year 2)
 Vice Chair (Interim): Katie Riches (Term 1, Year 2)
 Treasurer: Dawn Heal (Term 1 Year 2)
 Trustees: Caitriona O'Neill (Term 1, Year 2)
 Rebecca Elwell (Term 1, Year 2)
 Anna Rich (Term 2, Year 1)
 Lorraine Brown (Term 2, Year 1)
 Lucie Casserley (Term 1, Year 2)
 Jane Board (Term 1, Year 1)
 Rachael Hutton (Term 1, Year 1)
 Amit Arora (Term 1, Year 1)
 Jill Hewitt (Term 1, Year 1)

Trustee Vacancies: 4

Co-opted Advisors: 1. Cheryl White (BLS Editor)
 2. Rhian Noble-Jones (BLS Scientific Com. Chair from 2020)
 3. Debra Allcock

Key Groups: Children's Specialist Lymphoedema Interest Group (Marie Todd, Chair)

Other Key Personnel and Details

Patron: Professor Peter Mortimer
 Trisha Goddard

Project Manager: Mrs Kate Sinclair, contracted from 1st June 2019

Administration: Effective Business Management, contract from November 2015, reviewed annually on 1st March and renewable every two years.
 Bookkeeper: Mr Robert Kirk: from Nov 2015
 Printers: Gemini Print Ltd: from July 2017
 Web design and Support: ALT Agency from May 2017
 Independent Examiner: Mr Jonathan Bardolph from August 2018

Official Address: British Lymphology Society (*from 1st August 2016*)
 P.O. Box 7153, 59 Birmingham Road, Lichfield, WS14 4JW
admin@thebls.com; www.thebls.com

Bank: Clydesdale Bank PLC, 30 St Vincent Place, Glasgow, G1 2HL
 Lloyd's Bank PLC, Blackheath, London

Chair's Report for 2020/2021: Margaret Sneddon

I confirm BLS has complied with our duty to have due regard to the Charity Commission's public benefit guidance, when exercising any powers or duties to which the guidance is relevant.

Strategic Priorities

There is much that the Society wishes to achieve. Within the context of the pandemic, we agreed the following priorities. Although some activities contributed to more than one outcome, progress with each is reported separately.

1. Increase the profile of lymphoedema
2. Improve accessibility to lymphoedema care
3. Increase reach of BLS
4. Operational stability

1. Increase the profile of lymphoedema

Requests for contributions of content in publications, guidelines, organisational blogs and the media have increased. We contribute editorials and articles to 5 publications on a regular basis.

We have been invited to collaborate or partner with more organisations, to share best practice in raising awareness of lymphoedema, review or endorse documents.

There has also been a substantial growth in requests to make presentations to conferences, educational events and meetings of other organisations about lymphoedema.

Our EveryBodyCan activity campaign was relaunched and refreshed, with an increase in engagement across social media platforms for Lymphoedema Awareness Week 2021, which stimulated an increase in Friend registrations. We also had an EveryBodyCan focus during July when people were beginning to get out and about again. No additional resources were required following generous support for the campaign by three of our Corporate Partners. However, Corporate Partners, other organisations and both of our patrons also contributed to extending the media resources available for the campaign.

The campaign is aimed at healthcare professionals (HCPs) who are not necessarily lymphoedema professionals, and resources were created that their patients with lymphoedema could use. The aim is to reach as many HCPs as possible, encouraging them to register as a Friend to receive regular updates and information. As a Friend of the BLS, HCPs are now provided with advice and regular updates, either through our website or direct communications.

Resources to support the campaign included posters, factsheets, guides, leaflets, banners and digital assets were expanded greatly, partly thanks to the support of, and collaboration with other organisations. Most of these are available on the website. While the Lymphoedema Awareness Week was running, social media engagement increased threefold, hits to the website tenfold, and a tenfold increase in the number of Friends of the BLS signing up in a single month. We are therefore confident that the methods of communicating the campaign are effective.

The Legs Matter Campaign, of which the BLS is a very active Coalition Member, continues to be very successful in reaching a wide audience of healthcare professionals and the public. As a consequence of this collaboration, lymphoedema and its relevance to many other lower limb problems is better understood. A key annual event is the awareness week. Considerable effort is expended to ensure this makes an impact with press releases, media reports, patient and professional videos, interviews and events. Last year's awareness week in October had a greatly expanded digital element. Over the week 27 virtual events were delivered with contributions from 5 BLS trustees. The experience of a patient of a BLS member now features on the website. We have also contributed to the authorship of a document challenging failures in practice and calling for change, endorsed by the Queen's Nursing Institute and the Queen's Nursing Institute Scotland.

We took part in a radio show and contributed to a report at the request of a national newspaper.

The Children's Specialist Lymphoedema Interest Group (CSLIG). We welcome CSLIG as a recognised part of BLS. They have representatives from all 4 UK countries. Their work to improve and standardise care of children with lymphoedema is key to the overall aims of BLS. They are currently working on developing guidelines and agreeing a minimum data set for comparison of data across different locations.

For the future:

- Strengthening existing partnerships and collaborations will continue
- Promotion and dissemination of the new Legs Matter Consensus document
- A joint virtual seminar with the British Dermatology Association, supported by the British Dermatology Nursing Group is planned for the conference with the intention of initiating collaboration thereafter.
- New collaborations are in the early stages of development, e.g. with a new organisation Lymphoedema United
- Identify priorities for the development of new resources and updating of existing resources
- Supporting the CSLIG in planning Lymphaletics 2021 event for children, young people and their families.
- CSLIG – publishing a guide on footcare for children in collaboration with podiatrists.
- CSLIG - Production of a standardised assessment form for children with lymphoedema

2. Improve accessibility of lymphoedema care

This has been challenging as some services were closed or reduced during the pandemic. However, we have significantly extended our support to non-specialist healthcare professionals by developing high quality information and resources to increase knowledge and support safe clinical decision-making. These also serve as teaching resources for lymphoedema specialists. Alongside that we have campaigned to increase knowledge of health care professionals, who are not lymphoedema specialists, but who make a key contribution to prevention, early detection, treatment and support of people with lymphoedema. Enabling easy and free access to current knowledge and clinical guidance with regular updates to support effective care is a vital part of the work of the Society.

Within the year we have produced four new fact sheets, guidance on COVID vaccination, an interactive clinical pathway as an assessment and treatment tool, an advisory document on managing children with lymphoedema (Children's Specialist Lymphoedema Interest Group), activity campaign leaflets and online resources and several educational videos.

Our Quarterly publication, News & Views, is delivered electronically to members. News & Views and regular e-bulletins are also sent free of charge to a growing number of individuals who register as a Friend of BLS to keep up to date. Over the year, News & Views has been developed by our Editor, Cheryl White, and enhanced to ensure a balance between sharing of news and more factual and scientific content, providing sources of learning for a wider audience. Cheryl has worked with the Scientific Committee and our organisational partners overseas to include relevant and interesting copy. Also working with the Scientific Committee, she has helped to promote development opportunities for novice writers.

For the future:

- We had undertaken a survey to help us understand the impact of the pandemic on services early on. This year we have developed a follow-up survey to explore the impact longer term on services and patient outcomes. This will be disseminated later in the year.
- Together with the survey work, our service need identification guidance and service cost calculator aim to help safeguard lymphoedema services that may be put at more risk as a result of the pandemic. A revised cost calculating tool is under development to reflect the forthcoming changes in how services are managed in NHS England.
- A new clinical measurement tool (Limbstat) is ready to launch to support quick and accurate assessment of the severity of an individual's lymphoedema and to help monitor treatment effectiveness. This will be available free.

3. Increase reach of BLS

Despite a number of members deployed away from their lymphoedema service, we maintained member numbers at over 500. However, registrations as free 'Friends' of BLS (mostly general healthcare professionals) has doubled to almost 1000.

The conference is a key event in the year for the Society. It enables member engagement, sharing of good practice, initiatives, research discussing new product information. Many non-members also attend as delegates, acquiring new knowledge and understanding on the management of lymphoedema. Having been compelled to run the annual conference virtually in 2020, we were able to increase the number of delegates by around 100. It was particularly encouraging that a very high proportion of delegates joined the conference 'live' and many of the presentations were rewatched several times. Feedback was overwhelmingly positive, and delegates said they would like a virtual element in all future conferences.

For the first time a joint seminar with another key organisation was incorporated into the conference programme. The event, run jointly with the Royal College of Podiatry, has fostered an enhanced understanding of the work of each discipline and specialism, meaningful collaboration and extended opportunities for disseminating information more widely. We had a number of delegates who are podiatrists; many of these have now registered as Friends of BLS to keep up to date with news and best practice in lymphoedema care.

Our presence on social media continues to grow. We have a 48% increase in followers on Instagram, a 33% increase on Facebook, and a 17% increase on Twitter

Partnerships with organisations at home and internationally enable the sharing of best practice, resources and improve recognition of the work that we do. This includes the Australasian Lymphology Society, and the Canadian Lymphoedema Framework. We have been approached by two new organisations and are in the process of developing those partnerships.

The Society has maintained and strengthened relationships with other key stakeholders to increase the impact and influence on policy, practice and understanding on lymphoedema and the needs of those with the condition. BLS are represented in many groups including the National Lymphoedema Partnership, National Wound Care Strategy Programme, NICE guidelines, Cellulitis Consensus group, Legs Matter Coalition.

Working with Corporate Partners

BLS are extremely fortunate to have excellent support from our Corporate Partners. These partnerships are immensely important to the Society, and we greatly value the professional relationship. They provide essential financial, practical and professional support for our conference, campaigns and other initiatives. Staff within these companies have skills and expertise that is valuable to the Society. One new initiative this year was to formally contract with one of our partners to release a member of staff to work independently with BLS under a non-disclosure agreement to ensure no conflict of interest. This has already been a very productive relationship, helping us to help a much wider group of health care professionals with service development challenges.

We currently have 15 Corporate Partners who support the aims and work of the BLS. Kate Sinclair has been working with the Corporate Partners to understand more about the relationships we have and how we can develop these further. Our Corporate Partners continue to support our activities and campaigns, such as the EBC campaign and our annual conference.

For the future:

- Delivering our second virtual conference in October 2021 with more opportunities for interaction in response to delegate feedback
- Planning for a face-face conference in 2022 is a key goal
- Initiation of plans for much needed website work. This is dependent on income; the savings achieved this year will help to support this work
- Developing our relationships with Corporate Partners

4. Operational stability

In addition to limitations the contributions that many of our trustees were able to make, the pandemic posed a risk to our income streams and those who would normally support the charity. Therefore, strengthening key aspects of governance, safeguarding core work of the charity and maximising savings has been our main focus to protect the future of the Society.

Delivering on priorities: To safeguard the operations of the charity a strategy with key priorities was agreed and funds directed to support achievement of these. We developed an annual delivery plan, of which we have completed the first six months. Each of our strategic objectives have been broken down into specific projects, most of which are carried out by BLS trustees and members. The BLS is reliant upon the time volunteered by members to deliver these projects and we are very grateful for their support and efforts.

Governance: The BLS Board of Trustees encompass governance in all matters of its operation and development. However, the following summarises specific work undertaken by Trustee, Jane Board, Data Protection Officer who leads on processes in relation to Data Protection and monitoring and managing risk.

Data Protection

- Systems and processes to uphold compliance with the General Data Protection Regulation (GDPR) (2018) is a key area of governance to ensure BLS's security of members personal data. The BLS remains a member of the Information Commissioner's Office (ICO), the UK's independent body and national regulator, established to uphold the information rights of the public (data subjects). Access to ICO's information continues to provide practical guidance for the BLS with data protection compliance.
- As the 'data controller', the BLS works closely with Effective Business Management (EBM) who continue as the 'processor' of our personal data. EBM's contract of service(s) with the BLS for the administration and day to day operation of our organisation includes the receipt, handling, storage and disposal of paper documentation and electronic information.
- All processes of our data flow have been established to comply with the 6 data principles of the GDPR: Lawfulness, fairness and transparency Purpose limitation Data minimisation Accuracy Storage limitation Integrity and confidentiality (security)

For the future:

- This coming year the BLS is to focus on data accountability. Often referred to as the 7th data principle, the BLS is developing an 'Accountability Framework' to demonstrate and monitor our compliance with the obligations of data law. The obligations include data protection policies, ensuring data subjects rights and the management of all records and security.

Risk mapping

At the height of the coronavirus pandemic, our risk mapping was centred on the continuity of the BLS. Focus was given to maintaining our obligation to our members in conjunction with financial savings and upholding UK government guidelines to mitigate the spread of coronavirus. As a result, our annual conference (2020) was transferred to a (successful) online event that upheld social distancing guidelines and generated a financial saving from the cost of conference set up, running and rental space.

Whilst the core risks to the BLS's continuity identified last year remain, they are now significantly reduced, with the Trustees confident of more certain times ahead.

Jane Board, BLS Trustee and Data Protection Officer, September 2021

Finance

Dawn Heal, Treasurer, has reviewed and streamlined various processes in our accounting processes to make them more efficient. Generosity of our corporate members and sponsors over the last year has meant that the BLS virtual conference and EveryBodyCan campaign were of the highest quality, with excellent feedback and impact. These relationships in turn allow industry partners to promote their services to our members and Friends at a time when face-to-face engagements have not been possible.

Summary Report from Treasurer, Dawn Heal

It has been another difficult year due to impact of Covid-19. We worked very hard to reduce our expenditure. Governance costs will always exist to run any charity and these are unseen costs such as insurance, book keeping, accounting etc.

Governance costs 2020 - £9,001
2021 - £4,915

This reduction was mainly achieved by holding all our meeting on-line hence reducing travel and meeting room expenses. Going forward we will continue to do this wherever possible to maintain this saving.

We are watching finance closely and keeping monies in reserve to support the Charity. The Trustees have a duty to identify and review risks to which the Charity is exposed and ensure appropriate controls are in place. I am satisfied those systems are in place to mitigate exposure to major risks.

We had another very successful Virtual Conference and continue to have generous financial support from our Sponsors.

Accounts

Accounts for the year ended 31st March 2021 showed the following results.

Total income for the year	£145,225
Total Expenditure	£ 82,567

Although our income for the year reduced, also have our expenses. The savings we have made gives us the means to support the projects we have planned to go forward.

Banking

We continue to hold our main funds in Lloyds Bank. Our new bank account as required by change in Charitable status is nearing completion and we should be compliant very soon.

We hold our Research Fund in Lloyds and the current total is £ 22,358

Our reserve savings are held in a Clydesdale account and total to date: £86,302

**British Lymphology Society Scientific Committee (BLSSC)
Annual Report 2020/2021: Dr Rhian Noble-Jones, Chair**BLSSC Membership:

Dr Rhian Noble-Jones (Chair), Emma Underwood (Vice-Chair), Eunice Jeffs, Rebecca Elwell (Conference Organiser), Ambreen Chohan, Kristiana Gordon, Dr Malou van Zanten, Justine Whitaker, Dr Beverley de Valois (immediate past-chair), Cara Cole (Honorary).

BLSSC activity 2020/2021

The committee has continued in its role to support BLS as described in the terms of reference available at <https://thebls.com/documents-library/bls-scientific-committee-terms-of-reference-2018>.

Summary of achievements for 2020/2021

Lymphoedema Research Grant (LRG) have been administered although no awards have been made over this year. Considerable work has gone into updating the application process, supporting documents and promotion to members.

Communications: News & Views has had more than 3 articles of educational material per issue from SC members in its aim to provide resources which can improve the scientific writing of BLS members. In addition, several SC members have taken part in numerous webinars on relevant subjects to different organisation both nationally and internationally.

Conference activities: The Oxford Abstract blind review process continues to be used for Conference submissions. This year we received 36 submissions, ultimately 14 oral and 14 posters will be presented and judged for the Awards; with submissions on minimum data sets being grouped into a separate special section in the conference. This represents a strong service development emphasis in this years' submissions.

SC membership: The SC continued with full membership capacity of nine full members and one honorary member. This has been a challenging year for the SC as per all our members and flexibility had to be given to many members of their role fulfilment over the period, but the Chair wishes all SC members to note her gratitude for continuing and being patient with each other through these challenges.

Clinical & scientific enquiries: The SC now shares with the BLS BOARD the responsibilities for answering members' questions that are submitted asking for advice and evidence on different topics. This system has worked well with members getting responses in a timely and appropriate way, and the generation of a generic response being shared with our wider membership via the FAQ section of the website.

Communications within the SC continue with the periodic BLS SC Update Report. This report is also useful for communicating the work of the SC to the BLS Committee and BLS Admin.

This report was prepared by Dr Rhian Noble-Jones, Chair of the BLS Scientific Committee, 6th September 2021.

Acknowledgements:

To all our members, trustees and Corporate Partners who have continued to support the BLS in so many ways during such a difficult year, I extend my heartfelt thanks. There will continue to be challenges as a consequence of the pandemic but thanks to everyone's support we are achieving our aims and have so many successes to celebrate. So many members have come forward and offered help or whatever contributions they could to our campaign, including Tripudio Flow and Lymph-What-Oedema, to name just two.

This year has been a difficult time for the charity sector. Trustees have worked incredibly hard to implement changes, which have improved the security of the BLS. Much of this is behind the scenes but so necessary to ensure effective management; their tremendous support and flexibility has been very much appreciated. I would particularly like to thank Dawn Heal, our treasurer, who has improved our financial controls and streamlined our banking systems; Jane Board, who continued her work on GDPR, ensuring we meet all our legal and charitable requirements; Cheryl White, Editor, who produces News & Views, but also manages several other aspects of production of other documents; Rhian Noble-Jones, who took on the role of Chair of the Scientific Committee (SC) in October 2020 and was key to more integrated working of the Board and the SC, particularly in relation to ensuring we responded to clinical enquiries from a sound evidence base.

Rebecca Elwell does a fantastic job of leading the conference team, comprising Anna Rich, the Scientific Committee, Kate Sinclair and the EBM team. They willingly took on the challenge of changing the planned conference of 2020 to an extremely successful virtual event and are well on the way to delivering an even bigger and better virtual conference for 2021. Sadly, Anna Rich is standing down as a trustee this year. Anna has played a key role in conference planning, supporting Rebecca for many years and will be greatly missed.

A special thanks goes to Rebecca Elwell for the volume and quantity of her contributions in producing resources, delivering lectures, writing for publications and contributing to other media outputs – all on behalf of, or as a representative of BLS.

Throughout the year, we have had tremendous support from Kate Sinclair, Project Manager. Without her skills and calm, confident approach, we may not have been able to drive the necessary changes or deliver the outcomes we have. EBM, who support us administratively have also excelled in their role. They have worked with Kate and trustees constructively to find all possible way of reducing administrative costs and being more efficient.

Finally, I want to thank our Corporate Partners. They provide such necessary financial support, but they do so much more in the practical and professional support they provide, especially our key conference and campaign sponsors. They amplify our voice by promoting the BLS, our key messages and our resources.

Thank you so much everyone.

Margaret Sneddon
BLS Chair
08.10.2021

AGM - Financial Report

It has been another difficult year due to impact of Covid-19. We worked very hard to reduce our expenditure. Governance costs will always exist to run any Charity and these are unseen costs such as insurance, book keeping, accounting etc.

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This reduction was mainly achieved by holding all our meeting on-line hence reducing travel and meeting room expenses. Going forward we will continue to do this wherever possible to maintain this saving.

We are watching finance closely and keeping monies in reserve to support the Charity. The Trustees have a duty to identify and review risks to which the Charity is exposed and ensure appropriate controls are in place. I am satisfied those systems are in place to mitigate exposure to major risks.

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Registered charity number: 1185148

Report of the Trustees and
Unaudited Financial Statements
for the year ended 31 March 2021

for British Lymphology Society CIO

British Lymphology Society CIO
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for the year ended 31 March 2021

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**British Lymphology Society CIO
Information Page
for the year ended 31 March 2021**

Registered Charity Number

1185148

Trustees

Chairperson - Margaret Sneddon

Vice Chairperson - Katie Riches

Treasurer - Dawn Heal

Trustees - Rebecca Elwell, Anna Rich, Lorraine Brown, Jane Board, Lucie Casserley, Jill Hewitt, Amit Arora,
Rachel Hutton

Co-opted Trustee

Cheryl White

BLS Scientific Committee chair

Dr Rhian Noble-Jones

Independent Examiner

J Bardolph FCCA

Accountably Ltd

1st Floor, Unit 12

Compass Point

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Hamble

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Hampshire

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British Lymphology Society CIO
Annual Report
for the year ended 31 March 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity registered with the Charity Commission on 3 September 2019, under registration number 1185148 and is a charitable incorporated organisation - CIO.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. The trustees have assessed the risks to which the charity is exposed and are satisfied that systems are in place to mitigate exposure to the major risks.

OBJECTIVES AND ACTIVITIES FOR THE PUBLIC BENEFIT

The object of the CIO is the preservation and protection of good health among people in the UK living with lymphoedema/chronic oedema in particular by:

- Advancing education and knowledge in the field of lymphology and related subjects
- Fostering interest in and co-ordinating a strategy for improving the management of chronic oedema, particularly lymphoedema
- Producing and maintaining a register of specialist centres in the UK and Ireland
- Improving the knowledge, expertise and skills of healthcare professional who treat patients

The trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Charity's aims and objectives and in planning future activities.

ACHIEVEMENTS AND PERFORMANCE

It has been a difficult year for the Charity due to the impact of Covid-19 but I am pleased to say we remain financially stable. We managed to reduce our expenditure considerably whilst still having a successful and profitable Virtual Conference.

Travel and meeting room expenses are now minimal by holding all our Committee Meetings virtually. We have realised that this is an effective way of meeting up and will continue this way in the future. We are watching the finances closely and keep monies in reserve.

We held our yearly Conference on-line which was very well received hence, with the uncertainty of this year 2021 we will do the same. We continue to have generous financial support from our sponsors.

FINANCIAL REVIEW AND RESERVES POLICY

The relevant income, expenditure, cash and results for the year are shown under Unrestricted Funds, During the year the charity received income of £145,225.

We hold our main funds in Lloyds Bank and savings in Clydesdale Bank.

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a minimum level equivalent to two months' expenditure. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's activities while consideration is given to ways in which additional funds may be raised. This level of reserves was achieved throughout the period under review.

INDEPENDENT EXAMINER

Jonathan Bardolph FCCA has been re-appointed as independent examiner for the ensuing year.

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

.....
Margaret Sneddon - Chairperson

British Lymphology Society CIO
Independent Examiner's Report to the Trustees
for the year ended 31 March 2021

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

Responsibilities and basis of report

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

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

Independent examiner's statement

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

1. the accounting records were not kept in accordance with section 130 the Charities Act; or
2. the accounts did not accord with the accounting records; or
3. the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a "true and fair" view which is not a matter considered as part of an independent examination

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

.....
J Bardolph FCCA
Independent examiner

Accountably Ltd
1st Floor, Unit 12
Compass Point
Ensign Way
Hamble
Southampton
Hampshire
SO31 4RA

.....

British Lymphology Society CIO
Statement of Financial Activities
for the year ended 31 March 2021

	Notes	Unrestricted fund £	Restricted fund £	2021 Total funds £	2020 Total funds £
INCOMING RESOURCES					
Voluntary income	2	32,683	-	32,683	31,839
Charitable activities	3	111,894	-	111,894	130,446
Investment income	4	642	6	648	780
Total incoming resources		145,219	6	145,225	163,065
RESOURCES EXPENDED					
Charitable activities	5	77,652	-	77,652	156,939
Governance costs	6	4,915	-	4,915	9,001
Total resources expended		82,567	-	82,567	165,940
NET (OUTGOING)/INCOMING RESOURCES and net (deficit)/income for the year		62,652	6	62,658	(2,875)
Capital transfer from BLS charity	7	-	-	-	163,064
Net movement in funds		62,652	6	62,658	160,189
Total funds brought forward	10	137,837	22,352	160,189	-
TOTAL FUNDS CARRIED FORWARD	10	200,489	22,358	222,847	160,189

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

The notes form part of these financial statements.

British Lymphology Society CIO
Balance Sheet
as at 31 March 2021

		2021	2020
	Notes	Total funds	Total funds
		£	£
CURRENT ASSETS			
Debtors	8	1,348	19,760
Cash at bank		<u>271,511</u>	<u>235,849</u>
		272,859	255,609
CREDITORS			
Amounts falling due within one year	9	<u>(50,012)</u>	<u>(95,420)</u>
NET CURRENT ASSETS		222,847	160,189
NET ASSETS		<u>222,847</u>	<u>160,189</u>
		<u><u>222,847</u></u>	<u><u>160,189</u></u>
FUNDS	10		
Unrestricted funds:		200,489	137,837
Restricted funds		22,358	22,352
TOTAL FUNDS		<u>222,847</u>	<u>160,189</u>
		<u><u>222,847</u></u>	<u><u>160,189</u></u>

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

.....

Chairperson - Margaret Sneddon

.....

Treasurer - Dawn Heal

The notes form part of these financial statements.

British Lymphology Society CIO
Notes to the Financial Statements
for the year ended 31 March 2021

1 ACCOUNTING POLICIES

(a) Basis of preparation of the accounts

The accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to the accounts. The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) effective January 2019.

(b) Funds

General funds represent the funds of the charity that are not subject to any restrictions regarding their use and are available for application for general purposes. Funds designated for a particular purpose by the charity are also unrestricted. Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

(c) Incoming resources

Donations, legacies and other forms of voluntary income are recognised as incoming resources when receivable, except in so far as they are incapable of financial measurement.

Trading income is shown net of related expenses as this better reflects the contribution of these activities to the charity.

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

(d) Resources expended

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.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities. Support costs are those costs incurred directly in support of expenditure on the objects of the charity. Governance costs are those associated with the governance arrangements of the charity.

	Unrestricted funds £	Restricted funds £	Total funds 2021 £	Total funds 2020 £
2 VOLUNTARY INCOME				
Membership subscriptions	32,683	-	32,683	31,839
	<u>32,683</u>	<u>-</u>	<u>32,683</u>	<u>31,839</u>

British Lymphology Society CIO
Notes to the Financial Statements
for the year ended 31 March 2021

3 CHARITABLE ACTIVITIES	Unrestricted funds £	Restricted funds £	Total funds 2021 £	Total funds 2020 £
Conference	77,033	-	77,033	102,477
Advertising and other services	34,861	-	34,861	27,969
	<u>111,894</u>	<u>-</u>	<u>111,894</u>	<u>130,446</u>
4 INVESTMENT INCOME	Unrestricted funds £	Restricted funds £	Total funds 2021 £	Total funds 2020 £
Interest receivable	<u>642</u>	<u>6</u>	<u>648</u>	<u>780</u>
5 EXPENDITURE - Charitable activities	Unrestricted funds £	Restricted funds £	Total funds 2021 £	Total funds 2020 £
Professional fees	40	-	40	771
Office and administration costs	58,858	-	58,858	52,075
Website, computer and internet costs	875	-	875	3,284
Newsletter	4,489	-	4,489	2,299
Conference	2,814	-	2,814	72,902
Promotional items and surveys	2,027	-	2,027	498
Wages and expenses	20,269	-	20,269	10,849
2020 campaign	7,488	-	7,488	14,261
Written off previous years' supplier balances	(19,208)	-	(19,208)	-
	<u>77,652</u>	<u>-</u>	<u>77,652</u>	<u>156,939</u>

British Lymphology Society CIO
Notes to the Financial Statements
for the year ended 31 March 2021

6 EXPENDITURE - Governance costs

	Unrestricted funds £	Restricted funds £	Total funds 2021 £	Total funds 2020 £
Book-keeping	2,418	-	2,418	1,218
Independent examiner	1,572	-	1,572	1,308
Insurance	635	-	635	-
Committee meetings	110	-	110	4,369
Other meetings	180	-	180	2,106
	<hr/>	<hr/>	<hr/>	<hr/>
	4,915	-	4,915	9,001
	<hr/>	<hr/>	<hr/>	<hr/>

7 CAPITAL TRANSFER

The British Lymphology Society CIO (registered charity number 1185148) was registered on 3 September 2019 and on that date, all assets, liabilities and charitable activities were transferred from British Lymphology Society (registered charity number 1042561).

8 DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Trade debtors	574	18,363
Other debtors	774	1,397
	<hr/>	<hr/>
	1,348	19,760
	<hr/>	<hr/>

9 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Trade creditors	-	19,309
Deferred income	42,723	66,601
Accrued charges	7,289	9,510
	<hr/>	<hr/>
	50,012	95,420
	<hr/>	<hr/>

10 MOVEMENT ON UNRESTRICTED AND RESTRICTED FUNDS

	Balance at 1 April 2020 £	Incoming resources £	Outgoing resources £	Transfers between funds £	Balance at 31 March 2021 £
General fund	137,837	145,219	(82,567)	-	200,489
Restricted fund:					
Scientific research	22,352	6	-	-	22,358
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	160,189	145,225	(82,567)	-	222,847
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

British Lymphology Society CIO
Notes to the Financial Statements
for the year ended 31 March 2021

11 ANALYSIS OF NET ASSETS BETWEEN FUNDS	Tangible fixed assets £	Net current assets £	Total £
Unrestricted:			
General fund	-	200,489	200,489
Restricted:			
Scientific research	-	22,358	22,358
	<u>-</u>	<u>222,847</u>	<u>222,847</u>

12 OTHER BENEFITS RECEIVED BY THE CHARITY

We are grateful to our corporate members for their generosity and their support in the 2020 conference. In addition, thank you to all who sponsor us in formal and informal ways.

13 TRUSTEES REMUNERATION AND EXPENSES

The following trustees received reimbursement of expenses during the year:

	£
K Riches	134

No trustee nor anyone connected with them received any remuneration during the period in respect of their services as trustees.