

The British Association
For Parenteral and
Enteral Nutrition CIO

Financial Statements
for the period ended
31 December 2020

Registered Charity number 1186719
(previously 1023927)

The British Association
For Parenteral and
Enteral Nutrition CIO for the period ended
31 December 2020

Index

Page

Report of the Trustees	3-12
Statement of Trustees responsibilities	13
Report of the Independent Examiner	14
Statement of Financial Activities	15
Balance sheet	16
Accounting policies and notes to the financial statements	17-23

The British Association
For Parenteral and
Enteral Nutrition CIO for the period ended
31 December 2020

Report of the trustees

The trustees are pleased to present their report together with the financial statements of The British Association for Parenteral and Enteral Nutrition for the period ended 31 December 2020. On 20 July 2020 all activities and funds were transferred to a newly registered charity The British Association For Parenteral and Enteral Nutrition CIO (Charity number 1186719) which was registered on 3 December 2019. Merger accounting has been used in preparing these financial statements which include the results of the merged entities throughout the period of transition.

The financial statements comply with the Charities Act 2011, the Council's Constitution and 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 (FRS102) (updated 1 January 2019).

AIMS AND OBJECTIVES

BAPEN's objects as recorded in its Constitution were:

1. the relief of sickness in those who have become, or are likely to become, malnourished and who are unable to consume or absorb normal food in sufficient quantities to effect recovery;
2. the advancement of education of health workers of all kinds, patients, policy makers and the general public, in the importance of and the methods for, the prevention and treatment of malnutrition during illness;
3. the promotion of research into all aspects of clinical nutrition and human metabolism on condition that the results of such research are published.

BAPEN's key objectives were to:

- a. Raise awareness of the problem of malnutrition in the UK
- b. Support a clinical governance framework to underpin the nutritional management of patients
- c. Enhance knowledge and skills in clinical nutrition through education and training
- d. Communicate the clinical and economic benefits of nutritional care to healthcare workers, policy makers and the public
- e. Promote multi professional research to contribute to the evidence base for malnutrition and its treatment
- f. Establish standards of clinical practice in nutrition support

Public Benefit

The Trustees believe that they have complied with their duty to have due regard to guidance on public benefit published by the Charity Commission in exercising their powers and duties and in planning their objectives and activities during the year.

ACHIEVEMENTS AND PERFORMANCE (President's report)

2020 was a very busy year for BAPEN as our work and activities continued through the storm of the pandemic. Whilst sustaining our efforts to ensure nutritional care is recognised as a crucial pillar in health and wellbeing, we also worked hard to make sure our members continued to feel supported, and I cannot express my gratitude enough to everybody for their dedication over an incredibly difficult year. I have considered below some of the highlights of the year, but here I would particularly like to commend all those involved in our response to the pandemic, both in terms of providing resources and guidelines for those in the thick of the response, and also in terms of recognising and highlighting good practice. This approach was led by our Core Groups, Standing Committees and SiGs who have worked hard, not just on this, but also on other orders of business that you will be able to read about in this report.

More by necessity than choice, we went virtual for our Annual Conference in November, but this was an extraordinary success thanks to the hard work of all involved. We also moved on with the work of developing BAPEN itself, with the appointment of new external Trustees.

Our ability to deliver a solid financial performance in the context of extreme pressures has been extremely encouraging.

This year has been a difficult year for all, but being at the helm of a health organisation through the pandemic has been a significant learning experience. It has made me more grateful than ever for the community we have developed in the nutrition world, and I am so proud that through the pandemic we never lost sight of our core vision: ensuring excellent nutritional care for all.

COVID-19 resources

As I briefly touched on, BAPEN worked hard in the immediate aftermath of the outbreak of the pandemic to develop resources which took into consideration the change in work pressures and practices. Our Core Groups, Standing Committees and Special Interest Groups were instrumental in the composition of these materials, and these resources demonstrate how BAPEN's multi-disciplinary structure is a huge benefit and can work supremely effectively in the interests of patient care. Resources included practical guidance for using 'MUST' during the pandemic, statements on HPN and HEN provision, NG tube placement checks, to name a few. I am hopeful that these resources were able to form some guidance for healthcare professionals, and the extensive bank of resources produced in such a high-pressure environment is definitely a proud moment for BAPEN.

COVID-19 Service Improvement and Innovation Awards

The COVID-19 Service Improvement and Innovation Awards were set up to recognise the huge achievements of clinical teams across the United Kingdom in their work adaptations. I think it's safe to say that we were all thrown in at the deep end with the first wave of the pandemic, but it was inspiring to see how different teams responded. With many of our community patients being required to shield, and acute hospital services dealing with significant numbers of patients requiring critical care, we were all faced with huge pressures and some old ways of working quickly became impossible. BAPEN wanted to promote and celebrate the service improvements and innovations that have taken place across the country during the most challenging period in the history of the NHS, and I would like to congratulate all of those who entered our Awards; I know that our judges were immensely impressed by all of the

The British Association
For Parenteral and
Enteral Nutrition CIO for the period ended
31 December 2020

submissions. The joint winners represented two brilliant demonstrations of innovation. The Nutrition and Dietetic Service at the University Hospitals of Leicester (UHL) detailed their preservation of PPE in the ICU and NHS Surrey Heartlands CCG and Royal Surrey Hospital (RSH) implemented a post-hospital discharge Early Intervention Clinic after it became clear that Covid-19 patients' recovery journeys after hospital discharge can be long and complex. I would like to congratulate these award winners once again.

UKMAW 2020

I was delighted that we were able to run our annual UK Malnutrition Awareness Week in October, partnering with the Malnutrition Task Force for the third time. Whilst this year's activities were restricted due to COVID, a huge number of organisations and individuals were still able to get involved, be that virtually or in person.

For the first time, we hosted a UKMAW parliamentary drop-in event, sponsored by Sir David Amess, MP for Southend West. BAPEN, the MTF and the BDA teamed up to welcome MPs and peers from a range of parties to discuss the state of malnutrition in the UK. We conversed about the aims of UKMAW and the ways that they could make changes at a constituency and national level. It was heartening to see so much interest in our message, and we are pleased to have these new contacts that we can continue to work with.

As in previous years, our Malnutrition Action Group's (MAG) Screening Survey ran through the whole of October. We welcomed contributions to the survey in all settings across the devolved nations, examining malnutrition and nutritional care interventions. I felt like this data was made even more valuable because of the onset of the COVID-19 outbreak, and it was great to be able to gather such contextualized data. The hard work of MAG should enable us to give year on year updates, and better inform others of the nutritional state of the nation.

Virtually bound as 2020 has been, our social media platforms came to particular prominence this year. Excitingly, we set up a UKMAW Instagram channel which we ran together with the Malnutrition Task Force. With the support of several brilliant student ambassadors, we engaged the Instagram community with a visual array of UKMAW messages. There were once again plenty of #MAWConversations selfies across all platforms, presenting a wide array of issues and questions that people think need to be discussed more openly and more regularly.

Another great addition to the campaign this year was a partnership with media doctor Dr Amir Khan, who used his wide-reaching social platforms to raise awareness of malnutrition with members of the public and GPs alike. He also featured in much of the news coverage the week received, with particularly informative pieces including BBC Radio Leeds, BBC Radio Solent and broadcast coverage on Birmingham TV. It was good to hear listeners contacting their stations about malnutrition in response to the coverage; the week's message clearly resonated with the broader public.

Overall, the campaign was a great success once again, and I am excited to watch UKMAW continue to grow year on year.

Annual Conference

The British Association
For Parenteral and
Enteral Nutrition CIO for the period ended
31 December 2020

As with a lot of events in 2020, our Annual Conference was virtual for the first time in our history! We hosted a series of ‘Dine and Dial-In’ sessions online over a two-week period in November, and the format worked very well. I was delighted by the programme our brilliant team arranged, with very topical sessions exploring a range of key conversations in nutrition, including a nod to the impact of the COVID-19 response. We had a brilliant roster of speakers, and I particularly liked the chat functionality feature which facilitated a live Q&A of sorts. Of course, this did not replace the value of in-person conversations and interactions, but I was delighted to hear such positive feedback on our first attempt at a virtual conference!

BAPEN’s Board of Trustees

This brings me rather neatly onto an exciting development within BAPEN’s own structure. During conference we held our AGM, where I was delighted to see so many of our members. Here, I announced that we have brought on three new Trustees to our Board. They have a wealth of experience across the nutrition and charity sector, and therefore bring a range of perspectives to the table, which results in lively, dynamic and productive conversations and ideas. The range of perspectives and ability to challenge one another as a group within the Board of Trustees also supports good governance and ensures greater accountability for BAPEN’s decisions.

We have found three people who bring incredible added value, huge amounts of expertise and acumen, and importantly experience from different fields. We have an amazing Executive committee and Council full of fantastic, committed people, but it really adds something to bring people in from the outside world to help us look at what we need to do to move forward. Having our Trustees Dianne, Roger and Phil on board makes me really excited for BAPEN’s future progression. They each really believe in what we do, and get excited by what we do, which is encouraging! It’s a very positive development and a sign of a maturing organisation that is taking itself seriously.

Our new Trustees will help BAPEN focus on future strategy, to make sure that it continues to grow, and has a sustainable future. The Trustees are beginning the process of consulting with the BAPEN Executive and Council, examining what needs to be done, and helping to critically assess priorities and build roadmaps. Consideration will be given to everything from governance, future funding, principles and ethics, representation to day-to-day business of communication, partnerships and member services. I want to thank everyone again for their efforts and dedication over the past year amidst the unprecedented challenges we faced, and I look forward to working together in 2021.

FINANCIAL REVIEW (Treasurers report)

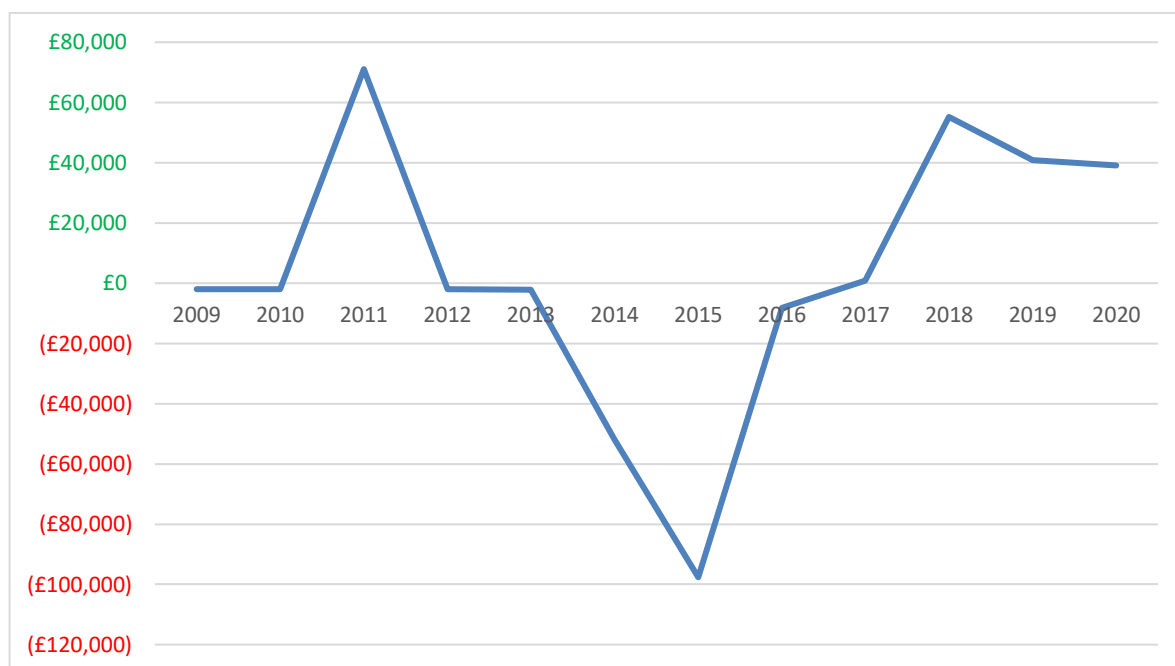
Overview

The devastating effects of the global coronavirus pandemic led to an extremely challenging year in 2020 across the charity sector. Despite these difficulties, through careful review of expenditure, use of novel methods to deliver charitable activities and maximizing new income streams, BAPEN has seen its’ financial position continue to improve. For the third year in a row, a year end surplus was delivered; with a 2020 year-end surplus of £39,144 (figure 1). This is an outstanding achievement for a charity whose leadership team and members have been challenged within their healthcare roles in response to the pandemic, whilst maintaining a focus on securing the

The British Association
For Parenteral and
Enteral Nutrition CIO for the period ended
31 December 2020

stability and sustainability of the charity. The current financial position is supporting BAPEN to meet its charitable aims.

Figure 1: Summary of year end surplus/deficit



The main factors that lead to delivery of a year end surplus were the conversion of conference to an online webinar series, maintenance of industry membership income and new licensing income, coupled with reduced expenditure on meeting costs associated with the cancellation of face to face meetings due to coronavirus restrictions. The webinar series, running for 2 weeks in November 2020 was a huge success with excellent educational content, whilst simultaneously growing BAPEN's membership to over 1000.

These successes have enabled an increase in overall financial reserves to £357,664 in 2020 (£318,520 in 2019, £277,627 in 2018). Reserves are now at a level that supports cautious increase in activities of BAPEN in 2021 and beyond.

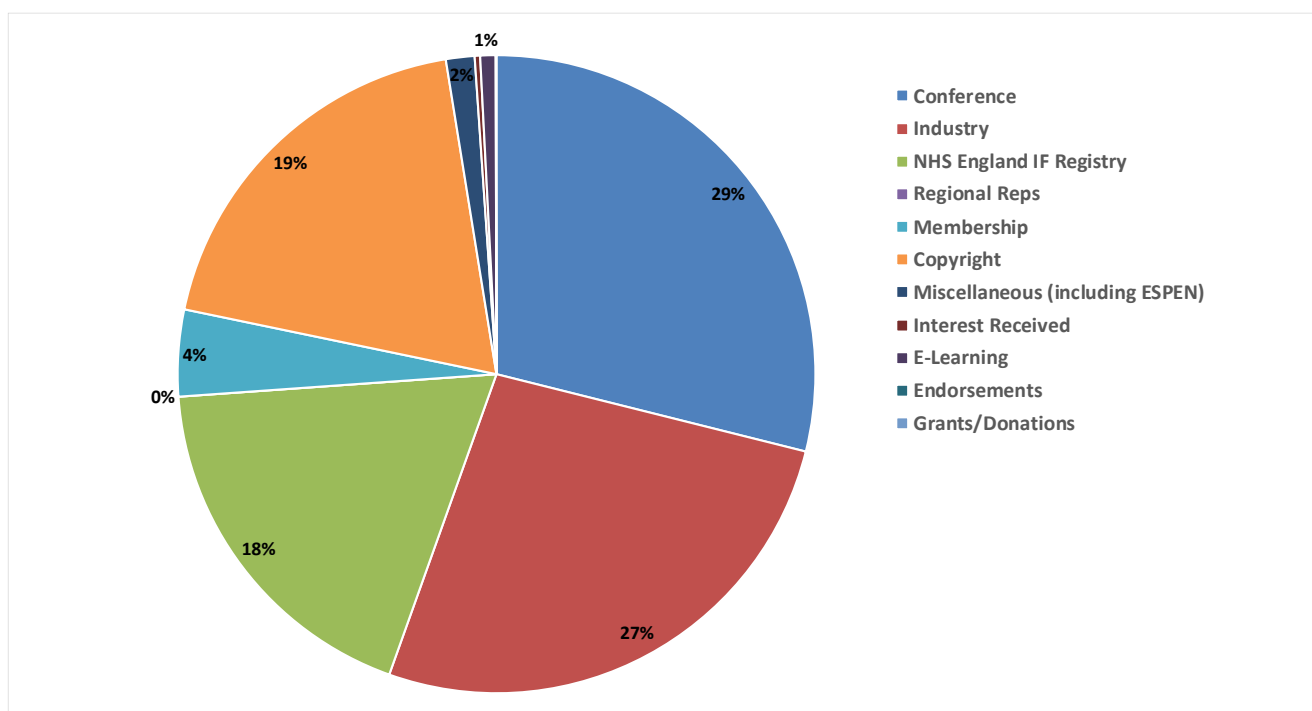
It is important to note that 2020 saw changes to the BAPEN accounts. BAPEN successfully applied and converted from an unincorporated charity to a charitable incorporated organisation (CIO). On 20 July 2020 all activities and funds were transferred to the newly registered charity The British Association for Parenteral and Enteral Nutrition CIO (Charity number 1186719) which was registered on 3 December 2019.

The British Association
For Parenteral and
Enteral Nutrition CIO for the period ended
31 December 2020

Income

The total income for 2020 was £237,566, £152,250 less than 2019. The main reason for this was loss of conference income associated with deferment of conference due to coronavirus pandemic. Membership income was maintained at a stable level.

Figure 2: Source of Income 2020



Annual Conference, 2020

The annual conference in 2020 had to be deferred with the intention for it to take place in November 2020 if COVID restrictions permit this. Agreement has been reached with the host venue in Brighton to defer without additional venue costs. Significant efforts were made by our Programmes committee, chaired by Pete Turner, working with BAPEN Education Officer Anne Holdoway and our Conference Team Sovereign to transform conference into an online webinar series, hosted over 10 evenings in November 2020. With this hard work and the support of Industry sponsors BAPEN was able to deliver a high quality programme of learning to over 1000 registrants, generating a net surplus of £26,370. This was a fantastic outcome given the circumstances.

BAPEN Year End 31 December 2020 Deferred Income Note

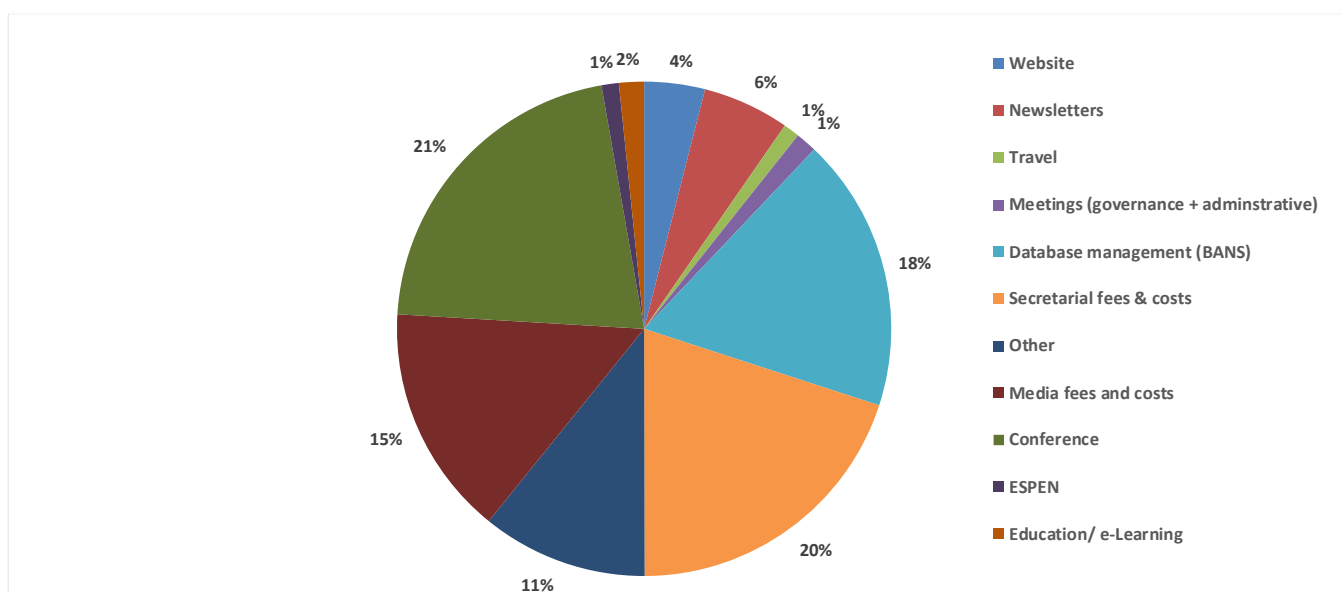
In September 2020 the Charity sold a 12-month copyright agreement for 'MUST', the full fee was invoiced upfront in full. In line with usual accounting practices the fee has been apportioned over the length of the agreement resulting in a deferred income creditor as at 31 December 2020 of £85,123, this is shown in note 6 of the full accounts.

The British Association
For Parenteral and
Enteral Nutrition CIO for the period ended
31 December 2020

Expenditure

Overall charity expenditure in 2020 was £198,422, £150,501 less than 2019, largely due to reduced costs associated with conference converting to an online webinar series and the conversion from face to face to online meetings. A breakdown of major costs is summarised in figure 3.

Figure 3: Summary of expenditure by category 2020



Reserves

Reserves are distributed across five direct access and notice accounts with banks or building societies protected by the FSCS. These are categorized as low risk investments.

Reserves policy

Financial reserves at the end of 2020 were £357,664. The charity sets a reserve policy that dictates that 12 months costs should be held in reserve. The reserves policy was reviewed in 2020 and the level set at £320,000. This includes the need to protect the charity from failure of conference as was the case in 2020 due to the coronavirus pandemic. Unbudgeted income from a global licensing agreement and conversion to an online conference series mitigated losses against conference and have led to a gain in reserves and surplus of just under £40,000 against the reserves policy. This is noted and financial planning for 2021 to 2022 will include a spending plan that ensures that these funds are invested into the charitable aims of BAPEN. Reserves are distributed across five direct access and notice accounts with banks or building societies protected by the fscs. These are categorized as low risk investments.

The British Association
For Parenteral and
Enteral Nutrition CIO for the period ended
31 December 2020

Plan for 2021

Investment of charitable funds will take place in line with priorities identified in the strategic review being conducted by the charity in 2021. There will also be efforts to further diversify income streams so that the charity can effectively navigate the turbulent landscape that will continue within the charity sector as the ongoing effects of the coronavirus pandemic are felt. An up to date financial policies and procedures manual will be produced which will strengthen financial governance and inform a new annual spending plan.

The information given in this report is consistent with the financial statements from the accounts prior to inspection. Full copies of the accounts will be available on request from the BAPEN Office or directly on the Charity Commission website.

Public Benefit

The Trustees believe that they have complied with their duty to have due regard to guidance on public benefit published by the Charity Commission in exercising their powers and duties. Public benefits requirements are met by the charity's aims that every individual receives safe, timely & appropriate nutritional care in every care setting, every day and by offering free membership to the charity.

STRUCTURE, GOVERNANCE AND MANAGEMENT

BAPEN is governed by its Constitution signed on 26th May 1993 which was revised on 29th November 2011 and again on 20th November 2018. A new Constitution was approved by Trustees prior to registering the new CIO Charity on 3 December 2019. In line with the revised Constitution, the Honorary Officers are also Trustees of the Association, the Honorary President therefore also being the Chairman of the Trustees.

The Governing Council of BAPEN meets at least twice, usually four times a year and the Executive Committee which includes up to three Honorary Senior Officers as well as the Honorary Chairman, Secretary and Treasurer meet at least every two months, usually eight or nine times a year. Representatives of the founder organisations and associate organisations sit on the Council and chairmen of the standing committees of the association are also members of the Council. An Independent Advisory Council of individuals who have made outstanding contributions to clinical nutrition and to the association serve to oversee the activities and future strategy of the association and meet with the Executive Committee at least once a year.

Appointment, recruitment and training of trustees

The Trustees of the Association are the Honorary Officers who are elected from the members of the Association at the Annual General Meeting held in November each year. These officers retire annually but are eligible for re-election subject normally to a maximum term of three years. A process of succession planning is in place to ensure that the officers and therefore the Trustees retire over a staggered timeframe. Newly appointed Trustees receive copies of the annual reports and accounts for the last three years and are required to read the Charity Commission's guidance "The Essential Trustee: What You Need to Know".

The British Association
For Parenteral and
Enteral Nutrition CIO for the period ended
31 December 2020

Management of risks

The major risks to which the charity is exposed, as identified by the trustees, have been reviewed and systems or procedures have been established to manage those risks.

REFERENCE AND ADMINISTRATIVE DETAILS

Charity registered name:

The British Association for Parenteral and Enteral Nutrition

Charity registration number:

1023927

Principal office address:

Seven Elms, Dark Lane, Astwood Bank, Redditch, Worcestershire, B96 6HB

Trustees:

The following were Trustees of BAPEN during the year:

Dr Trevor Smith - Chair

Dr Christopher Mountford – Treasurer

Dr Dan Rogers – Secretary

Dr Barry Jones – Chair of Independent Advisory Council

Mr Phil Lyons – External Trustee (November 2020)

Mrs Dianne Jeffrey - External Trustee (November 2020)

Mr Roger Philips – External Trustee (November 2020)

Council

The Council of BAPEN during the year were:

Dr. T. Smith

Dr. C. Mountford

Dr. D. Rogers

Ms. L. Anderson

Dr. A. Rochford

Ms E. Walters

Ms S-J. Hughes

Ms. K. Hall

President

Treasurer

Secretary

Executive Office

Executive Office

Executive Office

Executive Office

Executive Office

The British Association
For Parenteral and
Enteral Nutrition CIO for the period ended
31 December 2020

Ms W-L Relph	Membership Officer, Co-chair NG SIG
Dr A. Holdoway	Education Officer
Ms. S. Zeraschi	BPNG
Ms. C. Campbell	NNNG
Dr. J. Kogelmeier	BSPGHAN
Ms. K. Hall	PENG
Dr. P. Allan	BAPEN Medical
Dr. B. Jones	Chair of Independent Advisory Council
Mr. P. Turner	Programmes
Mrs. C. Wheatley	PINNT
Dr. B. Moore	Nutrition Society
Ms. M. Small	Co-chair NG SIG
Dr. J. Nightingale	BIFA

Independent Examiner:

Karen Hanlan ACA, ACIE
Karen Hanlan Independent Examiner Ltd
12 Waterloo Close
Wellesbourne
CV35 9JG

Bankers:

National Westminster Bank plc
Scottish Widows Bank
Manchester Building Society
Redwood Bank

Approved by the Board and signed on its behalf by:

Dr Christopher Mountford
Honorary Treasurer

Date: 21/9/2021

The British Association
For Parenteral and
Enteral Nutrition CIO for the period ended
31 December 2020

Statement of trustees' responsibilities

The trustees are required to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charity and of the surplus or deficit incurred by the charity for that year. In preparing those financial statements the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue to exist.

The trustees have overall responsibility for ensuring that the charity has an appropriate system of controls, financial and otherwise.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy, at any time, the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011.

They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities and to provide reasonable assurance that:

- the charity is operating efficiently and effectively;
- its assets are safeguarded against unauthorised use or disposition;
- proper records are maintained and financial information used within the charity or for publication is reliable;
- the charity complies with relevant laws and regulations.

The British Association
For Parenteral and
Enteral Nutrition CIO for the period ended
31 December 2020

Independent Examiner's Report to the Trustees of The British Association for Parenteral and Enteral Nutrition

I report to the trustees on my examination of the accounts of the British Association for Parenteral and Enteral Nutrition ('the Charity') for the period ended 31 December 2020 which are set out on pages 15 to 23.

Responsibilities and basis of report

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

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

Independent examiner's statement

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I 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 can confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1) accounting records were not kept in respect of the Charity as required by section 130 of the 2011 Act; or
- 2) the accounts do not accord with those records; or
- 3) the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

Karen Hanlan, Institute of Chartered Accountants, England & Wales
Karen Hanlan Independent Examiner Limited
12 Waterloo Close
Wellesbourne
CV35 9JG

Date : 21/9/2021

The British Association
For Parenteral and
Enteral Nutrition CIO for the period ended
31 December 2020

Statement of Financial Activities

	Note	Total funds 2020 £	Total funds 2019 £
Income from:			
Donations and legacies		121	450
Charitable Activities	1	236,793	388,608
Investment income - bank interest		652	758
Total income		237,566	389,816
Expenditure on:			
Charitable activities	2	198,422	348,923
Total expenditure		198,422	348,923
Net income for year and net movement in funds		39,144	40,893
Total funds brought forward		318,520	277,627
Total funds carried forward		357,664	318,520

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.
All funds in 2020 were un-restricted.

The British Association
For Parenteral and
Enteral Nutrition CIO for the period ended
31 December 2020

Balance sheet

	Notes	2020 £	2019 £
Current Assets			
Debtors	5	52,586	71,568
Cash at bank and in hand		435,244	270,204
		<u>487,830</u>	<u>341,772</u>
Current Liabilities			
Creditors: amounts falling due within one year	6	(130,166)	(23,252)
Net current assets		357,664	318,520
Creditors: amounts falling due after one year		-	-
Net assets		<u>357,664</u>	<u>318,520</u>
Funds of the Charity:			
Restricted Funds		-	-
Unrestricted Funds		357,664	318,520
Total Charity Funds		<u>357,664</u>	<u>318,520</u>

The accompanying accounting policies and notes form part of these financial statements.

The financial statements have been prepared in accordance with the requirements of the Charity Commission

Approved by the Trustees and signed on their behalf by:
C Mountford, Trustee

Date: 21/09/2021

The British Association
For Parenteral and
Enteral Nutrition CIO for the period ended
31 December 2020

Principal accounting policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

a) Basis of preparation

The financial statements have been prepared in accordance with 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 (FRS102) (updated 1 January 2019) - (Charities SORP (FRS102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Companies Act 2006.

In preparing these financial statements Update Bulletin 1 to the Charities SORP (FRS102) has been adopted and consequently a Statement of Cash flows has not been prepared.

The British Association for Parenteral and Enteral Nutrition meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historic cost or transaction value unless otherwise stated in the relevant accounting policy note.

b) Preparation of the accounts on a going concern basis

The financial statements have been prepared on a going concern basis which assumes that the Charity will continue to operate. The validity of this assumption is dependent upon the continuance of support from the charity's supporters and in response to the progress made by the Charity in pursuing a viable budget. The Charity's current business plan shows that the Charity will be able to operate in the foreseeable future. Based on this understanding, the trustees believe that it remains appropriate to prepare the financial statements on a going concern basis. The financial statements do not include any adjustments, which would result from the basis of preparation being inappropriate.

c) Funds

General accumulated funds are unrestricted funds available for general purposes and include funds designated for a particular purpose; the use of such funds remains at the discretion of the trustees.

Restricted funds are funds subject to conditions imposed by the donor or by specific terms of the appeal under which the funds are raised. The restrictive conditions are binding upon the Charity.

Principal accounting policies (continued)

d) Income

Items of income are recognised and included in the accounts when all of the following criteria are met:

- The charity has entitlement to the funds;
- any performance conditions attached to the item(s) of income have been met or are fully within the control of the charity;
- there is sufficient certainty that receipt of the income is considered probable; and
- the amount can be measured reliably.

e) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Expenditure on charitable activities includes the direct costs of activities undertaken to further the purposes of the charity and their associated support & governance costs.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

f) Deferred Income

Income is deferred when monies are received in advance relating to licences or membership commencing in the next financial year.

g) Interest receivable

Bank interest is shown on the basis of amounts received in the year.

h) Debtors

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

i) Cash at bank and in hand

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

The British Association
For Parenteral and
Enteral Nutrition CIO for the period ended
31 December 2020

Principal accounting policies (continued)

j) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

k) Taxation

As a registered charity no provision is considered necessary for taxation.

Notes to the financial statements

1. Income from Charitable Activities

	2020	2019
	£	£
Un-restricted:		
Corporate membership	63,069	61,381
Individual Affiliate / BAPEN Medical Membership	10,414	11,107
Courses and study days	-	5,260
Endorsements	100	300
E-learning	1,846	4,560
Annual conference/virtual events	68,624	241,431
Projects	43,722	43,722
Copyright	45,571	5,068
Miscellaneous (Including ESPEN)	3,447	5,779
Restricted:	236,793	378,608
Grant from Belfast City Council towards conference costs	-	10,000
Total	236,793	388,608

The British Association
For Parenteral and
Enteral Nutrition CIO for the period ended
31 December 2020

Notes to the financial statements (continued)

2. Expenditure on Charitable Activities

	2020 £	2019 £
<i>Charitable events & activities:</i>		
Promotion	19,133	19,076
Other charitable expenditure	8,623	5,714
Conference expenditure	42,254	169,626
	70,010	194,416
<i>Support costs:</i>		
Secretarial fees	35,000	32,082
Media Co-Ordinator	30,000	39,785
Office costs	4,468	4,068
Database Management	35,568	34,675
Travel	2,908	13,471
Meetings	917	8,709
ESPEN	2,250	2,832
Stationery	140	798
Bank charges	1,219	354
Bookkeeping & Accountancy	4,363	2,336
Insurance	2,454	1,441
Miscellaneous expenses	-	7,532
	119,287	148,083
<i>Governance costs:</i>		
Meetings	1,822	2,369
Legal & professional fees	5,303	2,905
Independent Examiner's fee	2,000	1,150
	9,125	6,424
Total charitable expenditure	198,422	348,923

3. Staff costs, trustee remuneration and expenses

The Charity has no employees and uses the services of contractors to deliver its events and activities.

No remuneration was paid to trustees. During the year travel expenses of £461.70 were paid to three of the trustees to reimburse them for the costs incurred in attending BAPEN meetings (2019 - £2,021).

The British Association
For Parenteral and
Enteral Nutrition CIO for the period ended
31 December 2020

Notes to the financial statements (continued)

4. Merger accounting

As explained in the Trustees Annual Report a new Charity the British Association for Parenteral and Enteral Nutrition CIO (Charity number 1186719) was registered by the Charity Commission on 3 December 2019. Under a transfer agreement dated 20 July 2020 the undertaking and assets of the old charity (the British Association for Parenteral and Enteral Nutrition, charity number 1023927) were transferred to the new charity who then took on all activities previously undertaken by the old charity. This old charity was removed by the Charity Commission on 18 August 2020. As required by section 27 of the SORP the transaction has been accounted for as a merger and results pre & post-merger have been combined in these financial statements as follows:

	Old charity pre-merger £	New charity post- merger £	Combined total £
Total income	114,527	123,039	237,566
Total expenditure	(78,980)	(119,442)	(198,422)
Net income/expenditure and net movement in funds	35,547	3,597	39,144

All funds pre and post-merger were unrestricted and the new charity did not commence activity until the date of the merger.

An analysis of the net assets at the date of merger is as follows:

	Old charity £	New charity £	Combined total £
Cash at bank	344,927	-	344,927
Debtors	42,954	-	42,945
Creditors	(33,805)	-	(33,805)
Total un-restricted funds transferred	354,076	-	354,076

5. Debtors

	2020 £	2019 £
Trade debtors	18,515	51,702
Accrued income	-	10,000
Prepayments	34,071	9,866
	52,586	71,568

The British Association
For Parenteral and
Enteral Nutrition CIO for the period ended
31 December 2020

Notes to the financial statements (continued)

6. Creditors: amounts falling due within one year

	2020	2019
	£	£
Trade creditors	15,907	15,843
Accruals	2,400	4,513
Deferred income	85,123	2,708
VAT	26,735	188
	<u>130,166</u>	<u>23,252</u>

Movements in deferred income are as follows:

	£	£
At beginning of year	2,708	-
Released to income in year	(2,708)	-
Deferred in year	85,123	2,708
At end of year	<u>85,123</u>	<u>2,708</u>

Deferred income relates to copyright fees and licence fees received in advance.

7. Controlling Interests

The charity is controlled by the trustees.

8. Related party transactions

There were no transactions with related parties during the year.

The British Association
For Parenteral and
Enteral Nutrition CIO for the period ended
31 December 2020

Notes to the financial statements (continued)

9. Statement of Financial Activities for 2019

	Un- restricted funds 2019 £	Restricted funds 2019 £	Total funds 2019 £
Income from:			
Donations and legacies	450	-	450
Charitable Activities	378,608	10,000	388,608
Investment income - bank interest	758	-	758
Total income	379,816	10,000	389,816
Expenditure on:			
Charitable activities	338,923	10,000	348,923
Total expenditure	338,923	10,000	348,923
Net income for year and net movement in funds	40,893	-	40,893
Reconciliation of funds			
Total funds brought forward	277,627	-	277,627
Total funds carried forward	318,520	-	318,520