

The Combustion Engineering Association
Unaudited Financial Statements
31 December 2021

CARSTON

Chartered accountants
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The Combustion Engineering Association

Financial Statements

Year ended 31 December 2021

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The Combustion Engineering Association

Trustees' Annual Report

Year ended 31 December 2021

The trustees present their report and the unaudited financial statements of the charity for the year ended 31 December 2021.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered charity name	The Combustion Engineering Association
Charity registration number	253608
Principal office	NETPark Thomas Wright Way Sedgefield Co. Durham TS21 3FD
The trustees	Mr M.J. Walton Mr A. Rhodes Mr M. Schofield Mr M. Fletcher <i>Resigned 7 January 2022</i> <i>Appointed 24 January 2022</i>
Company secretary	David Kilpatrick
Independent examiner	Farzana Ahmed ACCA 1st Floor, Tudor House 16 Cathedral Road Cardiff CF11 9LJ

OBJECTIVES AND ACTIVITIES

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

The main objective of the Association continues to be the provision of a service for the public dissemination of knowledge of combustion engineering and efficiency in the utilisation of energy and associated information. This is achieved by holding Regional Technical meetings, conferences in the U.K., training courses and the provision of technical information and guidance to members and other interested parties.

For last 17+ years the Association instigated a qualification in the operation of industrial boiler plant jointly with the HSE and the Carbon Trust, the syllabus of which covers both health and safety and energy efficiency principles. This has now become recognised on a national basis and several approved training centres have been set up by the private sector, however, the arrangement we had with a private sector independent assessment company as an administration task, has been terminated by decision made by council. As such this administration task / assessment process is now managed within the CEA, using the same self-employed independent Assessors, with CEA carrying out the administration and final certification part of the process. A steady flow of candidates has followed, and the scope is now extended to biomass fuelled plant and also an additional qualification for the managers of industrial boiler plant. Different guidance documents have been created and published to help educate industry in in general; these are called the Boiler Guidance (BG_ _) series. BG01 - BG08 plus a BG11 (BG09, and 10 are in development) are now published and available to purchase, BG01 and BG02 are also available as a free download from the CEA website.

The Combustion Engineering Association

Trustees' Annual Report *(continued)*

Year ended 31 December 2021

Objectives and activities *(continued)*

Identified for industry and for accreditation is the Industrial Gas Accreditation Scheme (I-GAS) which started development in late 2014 and launched August 2016. There is a safety issue in industry where proof of competence for staff working on large gas systems does not exist. Therefore, there was a requirement to provide such accreditation for industrial gas installations and equipment which CEA have created and launched. This I-GAS accreditation follows similar lines to that of BOAS, with independent private sector companies providing the training and assessments. The CEA will then provide the final certification and ID card.

Further developments with accreditation are the Steam Boiler Water Treatment training (SBWT) course that has been created to help educate people in industry about the chemistry required to keep all boilers in a healthy and safe condition. This is a two-day training course that has an online test at the end of it. This course has been delivered by private sector companies, the CEA then issues a certificate and ID card once the candidate passes the test. Following on from this the CEA have created a Closed Circuit Boiler Water Treatment Training (CCBWT) programme that follow the same process as the SBWT.

CEA Mission

CEA was formed in 1933 and later became an educational charity to promote the science of combustion engineering. CEA seeks to improve the understanding and development of the combustion industry.

Today, CEA is working with members - manufacturers, suppliers, contractors, and End Users in the UK combustion engineering industry, including:

- Boiler, Burner & Equipment Manufacturers
- Steam Equipment Manufacturers & Suppliers
- End-Users, Installer & Contract Energy Suppliers
- Facilities Management & Maintenance Providers
- Fuel Suppliers: Coal, Gas, Electricity, Oil & New Fuels
- Industrial, Environmental & Design Consultants
- Universities and Colleges
- Food & Drink industries
- Pharmaceutical
- Petrochemical
- BEDS
- NHS
- Defra
- Environment Agency

CEA Activities

Events & marketing

Event organisation and promotion: As a result of the Coronavirus pandemic, several CEA activities have been affected (namely conferences and other live events although meetings have successfully transferred online). This has had a major impact on CEA's ability to deliver the points listed below.

- Conferences/seminars on aspects of Combustion Engineering
- Roadshows/workshops on new standards or technology
- Trade exhibitions of industry products and services

The Combustion Engineering Association

Trustees' Annual Report *(continued)*

Year ended 31 December 2021

Objectives and activities *(continued)*

As the Coronavirus seemed to subside and Government rules changed in late 2021, CEA were able to run one conference that was very well attended. All the events that CEA run are open to the industry at large and the general public. CEA is an equal opportunity organisation. CEA welcomes people from all areas of society and does not discriminate on the grounds of colour, race, ethnicity, religion, sex, sexual orientation or disability in offering these opportunities. CEA events are designed to deliver guidance and educational benefits for people's safety and general knowledge.

Event notification

- Working with other parallel organisations on related topics and promoting other events where appropriate plus signposting to individual members.

Lectures and Awards

- Annual memorial lecture and innovation award

Marketing

- Seeking and providing business or promotional opportunities to and for members.

Public Relations

- Providing press releases to the media on behalf of members & the industry and gaining exposure where appropriate.

Publications

- Technical and advisory industry guides and best practice booklets on operation and maintenance of plant and equipment.

Member publications

- Annual member yearbook and listing. (Currently the improved yearbook as it is called is published approximately every 18 months).

All the publications that CEA produces or publishes are available and accessible to all industries and the general public. All CEA publications are intended to be informative and educational for all levels of people working in general engineering industry, they may also be used as educational tools for the wider public knowledge and are chargeable.

Professional representation

Standards and legislation

- Assisting the formulation and development of British & European industrial standards or Directives and policies where appropriate.

Advisory

- For UK and European Government/departments on industry related issues and matters.

Consultation

- Regular liaison and recognition: with UK bodies such as Defra, BEIS, DTI, British Standards, Health & Safety Executive on all aspects of the industry, where appropriate.

Cooperation

- With similar associations and trade bodies and joint working parties on industry related topics.

The Combustion Engineering Association

Trustees' Annual Report *(continued)*

Year ended 31 December 2021

Objectives and activities *(continued)*

Education & technical development

Education

- Working with and being the link to UK universities, research establishments and students on combustion engineering, where appropriate.

Training

- Facilitating training and assessment for Boiler Operators and Managers. Also, those people working in industry on a range of fuels for burner equipment.

Qualifications

- Offering accreditation to nationally recognised standards.

Technical assistance

- To members and non-members alike from within membership.

Technical development

- On products and services by members for members, where appropriate.

Technical research

- Into new fuels, emissions, pollution control, where appropriate.

Technical groups

- Working together for example on Boilers, Steam, Gas, Water, Design, Environment.

Research projects

- Undertaking or arranging through members or industry contacts. Promoting research and development and providing a link between the universities and industry when requested.

Industrial visits

- To member companies or non-member related companies where appropriate.

As stated, CEA works with existing public educational establishments across the UK in trying to further and develop knowledge for the benefit of all.

Information exchange

Responses

- To UK member and all non-member business enquiries by matchmaking wherever possible to members.

Point of contact

- For all market entrants or general organisations seeking industry information e.g. research/press, companies, individuals, Government departments etc.

Focal information point

- For news and opinions within the industry for members and non-members by members.

Directory of products and services

- By members for members and non-members.

Databank

- Of knowledge from renowned field experts within membership.

Database

- Of companies and individuals across the whole industry who have engaged in CEA programmes.

The Combustion Engineering Association

Trustees' Annual Report *(continued)*

Year ended 31 December 2021

Objectives and activities *(continued)*

Website

- With up-to-date news and views and technical information, available worldwide.

Association services

Secretarial

- Service, to joint groups or other where appropriate & chargeable should it be required.

Social calendar

- For the benefit and networking of members and for clients & guests of members. Due to the Coronavirus pandemic all social events have had to be cancelled in 2020-2021 except, as rules relaxed, for one Conference and one Council meeting.

ACHIEVEMENTS AND PERFORMANCE

CEA at NETPark, having taken over the BOAS assessment administration role, Sedgefield office has maintained its permanent employees by the addition of an office administrator in November 2021, Keeping the total of employees at four. CEA use Peninsula to assist with HR and to help create the necessary contracts of employment and other associated documents.

The Boiler Operations Accreditation Scheme (BOAS) has moved largely online during 2020-2021 although a few courses have been able to be delivered face-to-face both on-site and at training provider premises while circumstances have permitted. The scheme has continued to attract a significant number of candidates who wish to achieve this industry-recognised qualification both in the operation of steam plant but also the management as a separate qualification. The number of candidates gaining the qualification has increased to over 5500 in 2021. The new guidance BG01 mentioned above includes specific mention of the BOAS qualification as being a highly recommended principle. The scheme is administered by the CEA Training Committee who are currently continuing to review all aspects of the scheme through the BOAS Working Group which includes the members of the Training Committee. The on-going review has expanded the deliverables from such courses which has created specific Categories for the various types of boiler plant in industry: Category 1 hot water boilers, Category 2 shell type steam boilers, Category 3 large water tube boilers, Category 4 International BOAS and Category 5 coil boilers, which are now being delivered by independent companies. There is also the intention to add a Category 7 for Thermal Fluid Systems at some point in the future.

The working group that has developed the "Industrial Gas Accreditation Scheme" (I-GAS) continued to meet. When the accreditation was launched in August 2016 for Level 1 (Gas Safety Awareness), Level 2 (Gas Maintenance), Level 3 (Gas Technician). It had been discussed that there would be a need for a higher level, in 2018 the CEA developed the course content for Level 4 (Gas Utilisation Management) which is now available with the intention to deliver it in 2022, with Level 5 (Gas System Design) under development.

CEA now have five approved training providers using three training centres, to deliver I-GAS. In light of Coronavirus restrictions, the number of candidates attending I-GAS courses has been low although interest has remained high.

The Boiler and Steam Users' Technical Group (Renamed in 2015 the "Energy Users Group") has also continued its work and now has a new Chairman to drive this group forward looking at Hydrogen and all aspects of energy and efficiency in general, given the increases in fuel prices.

The Association's 2020 David Gunn Memorial Lecture in the House of Lords was cancelled due to Coronavirus; however, it was rescheduled and took place October 2021 with reduced numbers.

The Combustion Engineering Association

Trustees' Annual Report *(continued)*

Year ended 31 December 2021

FINANCIAL REVIEW

This year, 2021, income exceeded expenditure by £51,418 (in 2020 it was £40,436), resulting in an increase in general reserves. All funds are unrestricted for general use by the charity. Income is predominantly raised from the charitable activities of the organisation, namely: memberships, conference fees and certification fees. In 2020 CEA took over the administration of BOAS which boosted the income, given that other methods of generating income such as conferences etc. were mostly unable to take place due to the Coronavirus pandemic.

Investment powers and restrictions

It is the policy of the Association that all surplus funds not immediately required are invested in bank deposits, primarily designated charity deposit funds.

Reserves Policy

The Association performs a variety of projects on behalf of its members. In examining the nature of the projects and the resources needed to complete that work, it is the policy of the Association to hold sufficient cash reserves equivalent to the fixed costs of running the Association for a period of six months. At the year-end 2021, the charity held reserves of £415,300 (2020 £363,882), which is enough to cover 18 months expenditure at the current level. Free reserves are £410,539 (2020 £356,666). The trustees intend to use this fund for future investment into the activities of the association at some point in time.

Statement

CEA prides itself on its status as an educational charity and strives to ensure this aim is always maintained as the predominant factor amongst the varied activities undertaken. CEA can justly claim to have increased the knowledge of many thousands of individuals, groups and sectors over many years by the formal and informal training and educational events, publications and wide access to accumulated knowledge.

The Trustees of CEA give of their time freely to carry out the normal duties of a Trustee, under normal circumstances no remuneration or expenses are paid to the Trustees during the year. However, over previous years as the CEA's accreditation scheme continued to grow and new schemes were being developed, a new role of "Certification Officer" (CO) was required to carry out checks on the necessary documentation provided by candidates to ensure that they met the criteria required plus the audits of the Training Providers. A guidance document for this role has been written in 2020. Auditing of the training providers has increased and payment for these visits is a direct pass through to the CO. However, the audits of I-GAS training Providers is carried out by a private company whilst the CEA and CO deals with the candidate's evidence and other non-technical requirements etc.

Most positions held within CEA - officers, executives, council, members - do not receive any individual benefit from CEA funds during the year, however, a former Trustee, is currently employed in the role of "Certification Officer" (CO). The role is required to carry out auditing of BOAS and I-GAS and for checking procedures and documentation in relation to both.

The CEA are often approached by companies and individuals looking for technical support and assistance, the Director signposts these enquires to the person within the CEA membership who is most likely able to resolve the issue. This often leads to additional paid work which had previously come through the CEA and was a direct pass through of funds to that person, however as a result of Professional Indemnity (PI) insurance this has been stopped.

CEA have paid certain out of pocket expenses for individual members who are not financially supported by their respective employer for CEA activity when helping the CEA in its goals and ambitions to fulfil its mission.

The Combustion Engineering Association

Trustees' Annual Report *(continued)*

Year ended 31 December 2021

PLANS FOR FUTURE PERIODS

There are plans to continue providing conferences to educate boiler operatives in the HSE Guidance Document INDG 436 replacing PM5 and supported by guidance document BG01, which has been accepted as Industrial Best Practise throughout the UK. The CEA will continue this in 2021, as well as providing guidance regarding the Health & Safety aspects of biomass boiler installations. A series of guidance documents have been created by members to further educate and support industry, these have the designation BG__ (Boiler Guidance). BG01 to BG08 which have all been written, peer reviewed and published. 2021 saw BG11 peer reviewed and published for Water Tube Boilers up to 100 bar g.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Association is a registered charity, number 253608, and is governed under the terms of its written Constitution. It was registered with the Charity Commission on 19th September 1967.

CEA has reviewed the major risks to which it is exposed and has established systems to mitigate those risks.

The CEA is currently an Unincorporated Charity but has, in 2021 added and submitted to the Charity Commission Clause 17 to the Constitution, to enable it to have the powers to migrate to a Charitable Incorporated Organising (CIO). This process is being guided by a London based company called Wedlake Bell, we would hope that CEA is able to make the change and be accepted as a CIO.

The constitution dictates that the Charity is managed by a Council of no more than 25 and no less than 10 members and associates. These are appointed at the AGM. The Council appoints from among itself a Chairman, a Treasurer and three Vice-Chairmen, subject to the rules specified in the constitution regarding terms of office. The powers of Trustee fall automatically to the Chairman, Treasurer, Immediate Past-Chairman, and volunteers.

Day-to-day management lies with the Director and any other member of staff deemed appropriate for the charity. These are appointed by the Council.

The trustees' annual report was approved on 10 March 2022 and signed on behalf of the board of trustees by:


Mr M.J. Walton
Trustee

M. J. Walton

Mrs Sharon Kuligowski
~~Mr A. Rhodes~~
Trustee

Skateboard

M. J. Walton

M. S. Fletcher

The Combustion Engineering Association

Independent Examiner's Report to the Trustees of The Combustion Engineering Association

Year ended 31 December 2021

I report to the trustees on my examination of the financial statements of The Combustion Engineering Association ('the charity') for the year ended 31 December 2021.

Responsibilities and basis of report

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

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

Independent examiner's statement

Since the charity'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 (ICAEW), which is one of the listed bodies.

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

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the financial statements do not accord with those records; or
3. the financial statements 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.



Farzana Ahmed ACCA
Independent Examiner

1st Floor, Tudor House
16 Cathedral Road
Cardiff
CF11 9LJ

Date: 05/05/2022

The Combustion Engineering Association

Statement of Financial Activities

Year ended 31 December 2021

		2021	2020
	Note	Unrestricted funds £	Total funds £
Income and endowments			
Donations and legacies	4	—	6,200
Charitable activities	5	458,207	322,378
Investment income	6	42	494
Other income	7	3,141	200
Total income		<u>461,390</u>	<u>329,272</u>
Expenditure			
Expenditure on charitable activities	8,9	(409,972)	(288,836)
Total expenditure		<u>(409,972)</u>	<u>(288,836)</u>
Net income and net movement in funds		<u>51,418</u>	<u>40,436</u>
Reconciliation of funds			
Total funds brought forward		363,882	323,446
Total funds carried forward		<u>415,300</u>	<u>363,882</u>

The statement of financial activities includes all gains and losses recognised in the year.
All income and expenditure derive from continuing activities.

All movements are in unrestricted funds.

The Combustion Engineering Association

Statement of Financial Position

31 December 2021

	Note	2021 £	2020 £
Fixed assets			
Tangible fixed assets	15	4,761	7,216
Current assets			
Debtors	16	79,171	53,710
Cash at bank and in hand		393,105	351,581
		<u>472,276</u>	<u>405,291</u>
Creditors: amounts falling due within one year	17	<u>(61,737)</u>	<u>(48,625)</u>
Net current assets		410,539	356,666
Total assets less current liabilities		415,300	363,882
Net assets		415,300	363,882
Funds of the charity			
Unrestricted funds		415,300	363,882
Total charity funds	21	415,300	363,882

These financial statements were approved by the board of trustees and authorised for issue on 10 March 2022, and are signed on behalf of the board by:

Mr M.J. Walton
Trustee



M. J. WALTON

Mrs SHARON KULCOWSKI
Mr A. Rhodes
Trustee

Shirleyford

M. Fletcher

M.S. FLETCHER.

The Combustion Engineering Association

Notes to the Financial Statements

Year ended 31 December 2021

1. General information

The charity is a public benefit entity and a registered charity in England and Wales and is unincorporated. The address of the principal office is NETPark, Thomas Wright Way, Sedgfield, Co. Durham, TS21 3FD.

2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Charities Act 2011.

3. Accounting policies

Basis of preparation

The financial statements have been prepared on the historical cost basis. The financial statements are prepared in sterling, which is the functional currency of the entity.

Going concern

The COVID-19 pandemic has had a significant negative impact on the UK economy, and whilst the consequences of COVID-19 on the company has affected the organisation during the year and since the year end, the charity has been able to adapt its income streams accordingly. However, the trustees recognise that in the longer term the effect of the pandemic on the economy may be more significant. At this point in time any long-term effect on the charity is unknown, but the trustees remain confident of the financial position of the charity. The trustees believe that the charity has sufficient reserves to withstand any further economic downturns created by the pandemic and are confident that it is correct to prepare the accounts on a going concern basis.

As such, there are no material uncertainties about the charity's ability to continue.

Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances. Key sources of estimation uncertainty

Accounting estimates and assumptions are made concerning the future and, by their nature, will rarely equal the related actual outcome. The key assumptions and other sources of estimation uncertainty that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are as follows:

Depreciation - Management estimate the useful economic lives of assets and the expected value and depreciation rates are set accordingly.

Foreign currencies

Foreign currency transactions are initially recorded in the functional currency, by applying the spot exchange rate as at the date of the transaction. Monetary assets and liabilities denominated in foreign currencies are translated at the exchange rate ruling at the reporting date, with any gains or losses being taken to the statement of financial activities.

The Combustion Engineering Association

Notes to the Financial Statements *(continued)*

Year ended 31 December 2021

3. Accounting policies *(continued)*

Fund accounting

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

Income

All income is included in the statement of financial activities when entitlement has passed to the charity, it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- membership and subscription income is recognised by reference to the period to which it relates. This is usually in line with the accounting period.
- income from charitable activities, such as conferences, is recognised when invoiced and the event occurs within the period. Where invoices are raised for an event after the accounting period, the income will be deferred.
- interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

Expenditure

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

Tangible assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses.

Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Equipment, fixtures & fittings	- 25% straight line
President's Medal	- fully depreciated
Website	- 25% straight line

The Combustion Engineering Association

Notes to the Financial Statements *(continued)*

Year ended 31 December 2021

3. Accounting policies *(continued)*

Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. There were no impairments in the current year.

Debtors

Trade and other debtors are recognised at the amount due after any adjustments are made for bad debts. Prepayments are valued at the amount prepaid with reference to the period the payment relates to.

Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid deposit accounts.

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.

Government grants

Government grants are recognised at the fair value of the asset received or receivable. Grants are not recognised until there is reasonable assurance that the charity will comply with the conditions attaching to them and the grants will be received.

Where the grant does not impose specified future performance-related conditions on the recipient, it is recognised in income when the grant proceeds are received or receivable. Where the grant does impose specified future performance-related conditions on the recipient, it is recognised in income only when the performance-related conditions have been met. Where grants received are prior to satisfying the revenue recognition criteria, they are recognised as a liability.

Financial instruments

A financial asset or a financial liability is recognised only when the entity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs, unless the arrangement constitutes a financing transaction, where it is recognised at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

The Combustion Engineering Association

Notes to the Financial Statements *(continued)*

Year ended 31 December 2021

4. Donations and legacies

	Unrestricted Funds £	Total Funds 2021 £	Unrestricted Funds £	Total Funds 2020 £
Grants				
Government grant income	<u>—</u>	<u>—</u>	<u>6,200</u>	<u>6,200</u>

5. Charitable activities

	Unrestricted Funds £	Total Funds 2021 £	Unrestricted Funds £	Total Funds 2020 £
Members subscriptions and contributions	85,367	85,367	92,595	92,595
BOAS income	284,844	284,844	166,698	166,698
Seminars, conferences, events and training	27,550	27,550	2,905	2,905
TP/MCPD/I-GAS/SBWT income	42,819	42,819	49,662	49,662
BG__ guides income	17,627	17,627	10,518	10,518
	<u>458,207</u>	<u>458,207</u>	<u>322,378</u>	<u>322,378</u>

6. Investment income

	Unrestricted Funds £	Total Funds 2021 £	Unrestricted Funds £	Total Funds 2020 £
Bank interest receivable	<u>42</u>	<u>42</u>	<u>494</u>	<u>494</u>

7. Other income

	Unrestricted Funds £	Total Funds 2021 £	Unrestricted Funds £	Total Funds 2020 £
Other income	<u>3,141</u>	<u>3,141</u>	<u>200</u>	<u>200</u>

8. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Total Funds 2021 £	Unrestricted Funds £	Total Funds 2020 £
Provision of knowledge and information	391,371	391,371	277,621	277,621
Support costs	18,601	18,601	11,215	11,215
	<u>409,972</u>	<u>409,972</u>	<u>288,836</u>	<u>288,836</u>

The Combustion Engineering Association

Notes to the Financial Statements *(continued)*

Year ended 31 December 2021

9. Expenditure on charitable activities by activity type

	Activities undertaken directly £	Support costs £	Total funds 2021 £	Total fund 2020 £
Provision of knowledge and information	391,371	4,238	395,609	280,610
Governance costs	—	14,363	14,363	8,226
	<u>391,371</u>	<u>18,601</u>	<u>409,972</u>	<u>288,836</u>

10. Analysis of support costs

	Analysis of support costs for charitable activity £	Total 2021 £	Total 2020 £
General office	2,550	2,550	2,025
Finance costs	1,688	1,688	964
Governance costs	14,363	14,363	8,226
	<u>18,601</u>	<u>18,601</u>	<u>11,215</u>

11. Net income

Net income is stated after charging/(crediting):

	2021 £	2020 £
Depreciation of tangible fixed assets	3,497	2,960
Foreign exchange differences	188	(166)

12. Independent examination fees

	2021 £	2020 £
Fees payable to the independent examiner for: Independent examination of the financial statements	1,300	1,200

The Combustion Engineering Association

Notes to the Financial Statements *(continued)*

Year ended 31 December 2021

13. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2021	2020
	£	£
Wages and salaries	157,281	137,079
Social security costs	13,268	10,695
Employer contributions to pension plans	2,955	2,506
Other employee benefits	7,873	12,017
	<u>181,377</u>	<u>162,297</u>

Included in wages and salaries is £36,023 of bonus payments and related employer's NI (2020: £28,059), authorised by the chair and council and to be paid to the director and administrative staff as per the bonus performance calculations applied in prior years.

The average head count of employees during the year was 4 (2020: 3). The average number of full-time equivalent employees during the year is analysed as follows:

	2021	2020
	No.	No.
Number of staff - admin	3	2
Number of staff - management	1	1
	<u>4</u>	<u>3</u>

The number of employees whose remuneration for the year fell within the following bands, were:

	2021	2020
	No.	No.
£60,000 to £69,999	—	1
£70,000 to £79,999	1	—
	<u>1</u>	<u>1</u>

Key Management Personnel

Key management personnel include all persons that have authority and responsibility for planning, directing and controlling the activities of the charity. The total compensation paid to key management personnel for services provided to the charity was £82,602 (2020: £77,373).

14. Trustee remuneration and expenses

During the year two trustees, Adrian Rhodes and Matthew Scofield, were paid £5,166 for their work as BOAS Assessors.

Also, one of the trustees received travel and subsistence expenses of £303 for attendance at Council Meetings.

The Combustion Engineering Association

Notes to the Financial Statements *(continued)*

Year ended 31 December 2021

15. Tangible fixed assets

	Fixtures and fittings £	President's Medal £	Website £	Total £
Cost				
At 1 January 2021	6,904	699	10,291	17,894
Additions	1,042	—	—	1,043
At 31 December 2021	7,946	699	10,291	18,937
Depreciation				
At 1 January 2021	4,192	698	5,788	10,678
Charge for the year	924	—	2,573	3,497
At 31 December 2021	5,116	698	8,361	14,174
Carrying amount				
At 31 December 2021	2,830	1	1,930	4,761
At 31 December 2020	2,712	1	4,503	7,216

16. Debtors

	2021 £	2020 £
Trade debtors	74,773	50,179
Prepayments and accrued income	281	2,963
Other debtors	4,117	568
	79,171	53,710

17. Creditors: amounts falling due within one year

	2021 £	2020 £
Trade creditors	215	2,174
Accruals and deferred income	38,529	30,803
Social security and other taxes	21,279	15,342
Other creditors	1,714	306
	61,737	48,625

18. Deferred income

	2021 £	2020 £
Amount deferred in year	—	235

19. Pensions and other post-retirement benefits

Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £2,955 (2020: £2,506).

The Combustion Engineering Association

Notes to the Financial Statements *(continued)*

Year ended 31 December 2021

20. Government grants

The amounts recognised in the financial statements for government grants are as follows:

	2021 £	2020 £
Recognised in income from donations and legacies:		
Government grants income	<u>—</u>	<u>6,200</u>

21. Analysis of charitable funds

Unrestricted funds

	At 1 January 2021 £	Income £	Expenditure £	At 31 December 2021 £
General funds	<u>363,882</u>	<u>461,390</u>	<u>(409,972)</u>	<u>415,300</u>
	At 1 January 2020 £	Income £	Expenditure £	At 31 December 2020 £
General funds	<u>323,446</u>	<u>329,272</u>	<u>(288,836)</u>	<u>363,882</u>

22. Analysis of net assets between funds

	Unrestricted Funds £	Total Funds 2021 £
Tangible fixed assets	4,761	4,761
Current assets	472,276	472,276
Creditors less than 1 year	(61,737)	(61,737)
Net assets	<u>415,300</u>	<u>415,300</u>
	Unrestricted Funds £	Total Funds 2020 £
Tangible fixed assets	7,216	7,216
Current assets	405,291	405,291
Creditors less than 1 year	(48,625)	(48,625)
Net assets	<u>363,882</u>	<u>363,882</u>

23. Related parties

During the year two trustees received payment for services and reimbursement of expenses, as detailed in note 14.

The Combustion Engineering Association
Management Information
Year ended 31 December 2021

The following pages do not form part of the financial statements.

The Combustion Engineering Association

Detailed Statement of Financial Activities

Year ended 31 December 2021

	2021 £	2020 £
Income and endowments		
Donations and legacies		
Government grant income	—	6,200
Charitable activities		
Members subscriptions and contributions	85,367	92,595
BOAS income	284,844	166,698
Seminars, conferences, events and training	27,550	2,905
TP/MCPD/I-GAS/SBWT income	42,819	49,662
BG__ guides income	17,627	10,518
	<u>458,207</u>	<u>322,378</u>
Investment income		
Bank interest receivable	42	494
Other income		
Other income	3,141	200
Total income	<u>461,390</u>	<u>329,272</u>
Expenditure		
Expenditure on charitable activities		
BOAS assessment and certification expenses	127,450	64,141
Seminars, conferences, events and training	23,141	3,549
Wages and salaries	157,281	137,079
Employer's NIC	13,268	10,695
Pension costs	2,955	2,506
Certification officer and BOAS / I-GAS audits	7,873	12,017
Rent, rates and water	10,546	12,261
Insurance	1,870	1,345
Other motor/travel costs	1,295	1,259
Legal and professional fees	14,363	7,768
Telephone, website and internet	15,983	10,374
Other office costs	3,106	2,784
Depreciation	3,497	2,961
Bad debts written off	—	458
Foreign exchange gain/loss	188	(166)
Subscriptions and other staff costs	680	1,910
TP/MCPD/I-GAS/SBWT expenditure	16,288	10,137
BG__ Guides expenses	8,688	6,628
Interest and charges	1,500	1,130
	<u>409,972</u>	<u>288,836</u>
Total expenditure	<u>409,972</u>	<u>288,836</u>
Net income	<u>51,418</u>	<u>40,436</u>

The Combustion Engineering Association
Notes to the Detailed Statement of Financial Activities

Year ended 31 December 2021

	2021 £	2020 £
Expenditure on charitable activities		
Provision of knowledge and information		
<i>Activities undertaken directly</i>		
BOAS assessment and certification expenses	127,450	64,141
Seminars, conferences, events and training	23,141	3,549
Wages and salaries	157,281	137,079
Employer's NIC	13,268	10,695
Pension contributions	2,955	2,506
Certification Officer & BOAS/I-GAS Audits	7,873	12,017
Rent, rates and water	10,546	12,261
Motor and travel costs	1,295	1,259
Telephone, website and internet costs	15,983	10,374
Office expenses	3,106	2,784
Depreciation	3,497	2,961
Other staff costs	—	1,230
TP/MCPD/I-GAS/SBWT expenditure	16,288	10,137
BG__ guide expenses	8,688	6,628
	<u>391,371</u>	<u>277,621</u>
Support costs		
Insurance	1,870	1,345
Foreign exchange gain/loss	188	(166)
Subscriptions	680	680
Interest and charges	1,500	1,130
	<u>4,238</u>	<u>2,989</u>
Governance costs		
Accountancy fees	1,350	1,200
Professional fees	13,013	6,568
Bad debts written off	—	458
	<u>14,363</u>	<u>8,226</u>
Expenditure on charitable activities	<u><u>409,972</u></u>	<u><u>288,836</u></u>

